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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

Unity

Year ended:

31 December 2013

List no:

C79T

Head or Main Office:

Hillcrest House
Garth Street
Hanley
Stoke on Trent
ST1 2AB

Website address (if available)

<http://www.unitytheunion.org.uk/>

Has the address changed during
the
year to which the return relates?

Yes

No

(Click the appropriate box)

General Secretary:

H Hockaday

Telephone Number:

01782 272755

Contact name for queries
regarding

Sue Carter

Telephone Number:

01782 272755

E-mail:

suecarter@unitytheunion.org.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)

Officer's in post as at 31 December 2013

H Hackaday- General Secretary
J Huson- Divisional Officer
D Wood- Divisional Officer
W Grieveson- Divisional Officer
L Huson- N.E.C Member
N Hickson- N.E.C Member
T Dawkins- General President
S Warburton- N.E.C Member
S Yates- N.E.C Member
R Hodson- N.E.C Member
K Birks- N.E.C Member
K Dovey- N.E.C Member
J Eardley- N.E.C Member
P Fawdry- N.E.C Member

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	2450	38	0	0	2488
FEMALE	1390	28	0	0	1418
TOTAL	3840	66	0	0	3906

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

41
3906

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
N.E.C member	Paul Fawdry		July 2013
Trustee	Wendy Grieveson		September 2013
Divisional officer		Wendy Grieveson	October 2013

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		427,153
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		427,153
Investment income (as at page 12)		190,660
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	194,236	
Total of other income (as at page 4)		194,236
	TOTAL INCOME	812,049
EXPENDITURE		
Benefits to members (as at page 5)		65,471
Administrative expenses (as at page 10)		484,972
Federation and other bodies (specify)		
GTFU fees	3,605	
TUC affiliation fees	10,962	
Grants to other societies and charitable donations	1,425	
Total expenditure Federation and other bodies		15,992
Taxation		283
	TOTAL EXPENDITURE	566,718
Surplus (deficit) for year		245,331
Amount of general fund at beginning of year		5,075,825
Amount of general fund at end of year		5,070,156

Note

Reconciliation of general fund balance

Fund at beginning of year	£5,075,825
Surplus for year	£ 245,331
Depreciation based on revalued assets	£ 0
Actuarial loss on defined benefit pension	£ (251,000)
Fund at end of year	<u>£5,070,156</u>

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		
Surplus on disposal of investments	75,085	
Management charge to political fund	250	
Pension Finance Income	25,000	
Hire of meeting rooms	7,687	
Unity Resource Centre Income	47,329	
Unwind of CRC provision	<u>38,885</u>	194,236
TOTAL OTHER INCOME		194,236
TOTAL OF ALL OTHER INCOME		194,236

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues Legal and professional	42,661	brought forward	55,962
		Education and Training services Retirement seminars	2,544
Representation – Non Employment Related Issues			
		Negotiated Discount Services	
Communications			
		Salary Costs	
Advisory Services			
		Other Benefits and Grants (specify)	
		Retirement grants	3,965
Dispute Benefits		Death grants	3,000
Other Cash Payments			
Unemployment	1,332		
Industrial Injury	1,205		
Strike expenditure	10,764		
carried forward	55,962	Total (should agree with figure in General Fund)	65,471

(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		8,945	
	Investment income (as at page 12)		71	
	Other income (specify)			
	Total other income as specified			
	Total income		9,016	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify) Labour party affiliation fees		3,500	
	Local Labour Party fees, expenses, donations and meetings		657	
	Administration expenses in connection with political objects (specify) Management expenses		250	
	Refunds of contributions		522	
		Total expenditure		4,929
		Surplus (deficit) for year		4,087
		Amount of political fund at beginning of year		86,063
		Amount of political fund at the end of year (as Balance Sheet)		90,150
		Number of members at end of year contributing to the political fund		3,631
		Number of members at end of the year not contributing to the political fund		275
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		209	

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		251,923
Salaries and Wages included in above	£267,192	
Auditors' fees		22,421
Legal and Professional fees		24,352
Occupancy costs		42,538
Stationery, printing, postage, telephone, etc.		28,754
Expenses of Executive Committee (Head Office)		12,807
Expenses of conferences		4,236
Other administrative expenses (specify)		
Motor Expenses		4,349
Sundry (including insurance £8,800)		18,916
Repairs and renewals		36,796
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		1,415
Mortgages		
Other loans		
Depreciation (including profit on disposal of £3,992)		27,673
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Local expenses		8,792
		Total
		484,972
Charged to:		
	General Fund (Page 3)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
		Total

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary £	Employers N.I. contributions £	Benefits			Total £
			Pension Contributions s £	Other Benefits		
				Description	Value £	
H Hockaday (General Secretary)	49,015	5,702	23,527	Car, fuel, healthcare	12,015	90,259
J Huson (Divisional Officer)	35,210	3,797	-	-	-	39,007
D Wood (Divisional Officer)	35,157	3,790	-	-	-	38,947
W Grieveson (Divisional Officer)	8,007	840	-	-	-	8,847
L Huson (N.E.C Member)	2,174	79	-	-	-	2,253
N Hickson (N.E.C Member)	2,240	85	-	-	-	2,325
T Dawkins (General President)	3,509	254	-	-	-	3,763
S Warburton (N.E.C Member)	2,531	85	-	-	-	2,616
S Yates (N.E.C Member)	1,398	66	-	-	-	1,464
R Hodson (N.E.C Member)	1,834	90	-	-	-	1,924
K Birks (N.E.C Member)	1,823	85	-	-	-	1,908
K Dovey (N.E.C Member)	2,053	79	-	-	-	2,132
J Eardley (N.E.C Member)	1,995	85	-	-	-	2,080
P Fawdry (N.E.C Member)	558	36	-	-	-	594

ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			76,589
Dividends (gross) from:			
Equities (e.g. shares)			91,651
Interest (gross) from:			
Government securities (Gilts)			1,143
Mortgages			
Local Authority Bonds			
Bank and Building Societies			21,348
Other investment income (specify)			
		Total investment income	190,731
		Credited to:	
		General Fund (Page 3)	190,660
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	71
		Total Investment Income	190,731

BALANCE SHEET

31 December 2013

(see notes 47 to 50)

Previous Year		£	£
2,000,158	Fixed Assets (at page 14)		1,805,045
	Investments (as per analysis on page 15)		
2,114,602	Quoted (Market value £ 2,899,813)		2,069,052
200,200	Unquoted		200,200
	Total Investments		4,074,297
	Other Assets		
	Loans to other trade unions		
139,451	Sundry debtors		168,476
2,559,420	Cash at bank and in hand		2,594,438
	Income tax to be recovered		
	Stocks of goods		
156,000	Others (specify) Defined benefit pension scheme		116,000
	Total of other assets		2,878,914
	TOTAL ASSETS		6,953,211
5,075,825	General Fund (Account 1)		5,070,156
	Fund (Account)		
	Fund (Account)		
	Superannuation Fund (Account)		
86,063	Political Fund (Account)		90,150
1,827,109	Revaluation Reserve		1,613,859
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
2,000	Tax payable		374
126,902	Sundry creditors		73,849
51,932	Accrued expenses		104,823
	Provisions		
	Other liabilities		
7,169,831	TOTAL LIABILITIES		6,953,211
	TOTAL ASSETS		6,953,211

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings Freehold Leasehold		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	£	£	£	£	£	£
Cost or Valuation						
At start of year		630,000	187,357	79,993	1,314,000	2,211,350
Additions				61,810		61,810
Disposals				(33,288)		(33,288)
Revaluation/Transfers		45,000			(274,000)	(229,000)
At end of year		675,000	187,357	108,515	1,040,000	2,010,872
Accumulated Depreciation						
At start of year		15,750	159,284	36,158		211,192
Charges for year			3,132	28,533		31,665
Disposals				(21,280)		(21,280)
Revaluation/Transfers		(15,750)				(15,750)
At end of year		0	162,416	43,411	0	205,827
Net book value at end of year		675,000	24,941	65,104	1,040,000	1,805,045
Net book value at end of previous year		614,250	28,073	43,835	1,314,000	2,000,158

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)	2,019,078	
Government Securities (Gilts)	49,974	
Other quoted securities (to be specified)		
TOTAL QUOTED (as Balance Sheet)	2,069,052	
Market Value of Quoted Investment	2,899,813	
UNQUOTED Equities	200	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Unity Trust bank	200,000	
TOTAL UNQUOTED (as Balance Sheet)	200,200	
Market Value of Unquoted Investments	200,200	

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 checked="" 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 checked="" 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	427,153	8,945	436,098
From Investments	190,660	-	190,660
Other Income (including increases by revaluation of assets)	194,236	71	194,307
Total Income	812,049	9,016	821,065
EXPENDITURE (including decreases by revaluation of assets)	213,250		213,250
Total Expenditure	779,968	4,929	784,897
Decrease in defined benefit asset not recognised in the income and expenditure account	(251,000)		(251,000)
Funds at beginning of year (including reserves)	6,902,934	86,063	6,988,997
Funds at end of year (including reserves)	6,684,015	90,150	6,774,165
ASSETS			
Fixed Assets			1,805,045
Investment Assets			2,269,252
Other Assets			2,878,914
		Total Assets	6,953,211
LIABILITIES		Total Liabilities	179,046
NET ASSETS (Total Assets less Total Liabilities)			6,774,165

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.

See financial statements

ACCOUNTING POLICIES

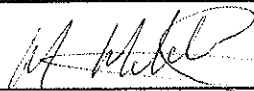
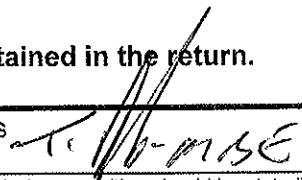
(see notes 74 and 75)

See financial statements

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>H. Hockaday</u> Date: <u>16 JUNE 2014</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>THOMAS DAWKINS MBE</u> Date: <u>16 JUNE 2014</u>
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CHECK LIST

(see notes 78 to 80)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 2 and Note 12)	YES			
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES			
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES			
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES			
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES			
A MEMBER'S STATEMENT IS: (see Note 80)			TO FOLLOW	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES			

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

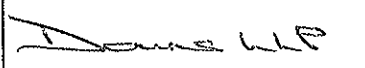
If "No" please explain below.

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)

Attached separately in the financial statements

AUDITOR'S REPORT (continued)

Attached separately in the financial statements

Signature(s) of auditor or auditors:		
Name(s):	Dains LLP	
Profession(s) or Calling(s):	Statutory Auditors	
Address(es):	Suite 2, Albion House 2 Etruria Office Villiage Forge Lane, Etruria Stoke on Trent, ST1 5RQ	
Date:	16 June 2014	
Contact name and telephone number:	Simon Hawkins - 01782 262 121	

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

Unity

(List no C79T)

Financial Statements for the year
ended 31 December 2013

Unity

Address: Hillcrest House
Garth Street
Hanley
Stoke on Trent
Staffordshire

General Secretary: H Hockaday

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Unity

Statement of the Executive Committee's Responsibilities

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

The Executive Committee is required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Union at the end of the financial year and of the income and expenditure of the Union for the period ending on that date. The Executive Committee must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Union and of the income and expenditure of the Union for that period. In preparing those financial statements, the Executive Committee is required to:

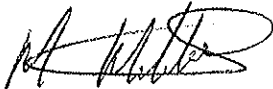
- * select suitable accounting policies and then apply them consistently;
- * make judgements and estimates that are reasonable and prudent;
- * prepare the financial statements on the going concern basis unless this basis is considered to be inappropriate.

The Executive 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 them to ensure that the financial statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the Union and to prevent and detect fraud and other irregularities.

Each member of the Executive Committee has taken steps that they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the Union's auditors are aware of that information. The Executive Committee confirms that there is no relevant information that they know of and which they know the auditors are unaware of.

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

By order of the Executive Committee



H Hockaday - General Secretary

Date 18.3.14

Unity

Independent Auditors' Report

We have audited the financial statements of Unity for the year ended 31 December 2013, set out on pages 4 to 23. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the union's members, as a body, in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992. 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 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 Executive Committee and Auditors

As explained more fully in the Statement of the Executive Committee's responsibilities set out on page 1, the Executive Committee is responsible for the preparation of 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 (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 Trade Union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Executive Committee; and the overall presentation of the financial statements.

We have undertaken the audit in accordance with APB Ethical Standards including the APB Ethical Standard – Provisions Available for Small Entities, in the circumstances set out in the Statement of Executive Committee's Responsibilities.

Opinion

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the Trade Union's affairs as at 31 December 2013 and of its surplus of income over expenditure for the year then ended; and
- the financial statements have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

Unity

Independent Auditors' Report

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where, 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
- we have not received all the information and explanations we require for our audit; or
- the Executive Committee was not entitled to prepare the financial statements in accordance with the small companies regime.



Dains LLP
Chartered Accountants
Statutory Auditor

Date 20 March 2014

Suite 2
Albion House
2 Etruria Office Village
Forge Lane
Etruria
Stoke on Trent
ST1 5RQ

Unity

Statement of accounting policies for the year ended 31 December 2013

1. Basis of accounting

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

2. Income - members' contributions

All contributions due to 31 December 2013 have been included in the financial statements.

3. Interest receivable, dividends and other income

Interest is accounted for based on amounts receivable. Dividends are accounted for based on amounts received. Interest on fixed term investments and bank deposits has been accrued to 31 December 2013.

4. Depreciation

Depreciation is calculated to write off fixed assets over their estimated useful lives as follows:

Freehold buildings – headquarters	-	2.5% on cost/revalued amount
Fixtures, fittings and equipment	-	10% reducing balance
Computer equipment	-	20% and 25% on cost
Motor vehicles	-	30% reducing balance

The freehold buildings are valued by the Executive Committee, based on appropriate professional advice, on an open market value basis. Surpluses are taken to the revaluation reserve.

5. Political fund

This is maintained as a separate fund to which the political contributions of members are credited. Expenses incurred for political purposes and refunds of contributions to members who have contracted out are paid out of the account. The political fund may also be used for non-political purposes as may be determined by the Union's Executive Committee.

6. Lodge transactions

The income and expenditure of the lodges are included in these financial statements.

Unity

Statement of accounting policies for the year ended 31 December 2013

7. Pensions

The union operates a defined benefit scheme for its officials and staff. This scheme was closed to new members at 25 February 2005.

The full costs of providing amendments to benefits in respect of past service are charged to operating income/expenditure. A credit representing the expected return on assets held by the pension scheme is included within net interest. The expected return is based upon the market value of these assets at the start of the financial period. An interest charge is also included within net interest. The interest cost is the expected increase during the period in the present value of the scheme liabilities because the benefits are one period closer to settlement. The differences between actual and expected returns on assets are recognised in the Statement of Total Recognised Gains and Losses, together with differences arising from changes in assumptions. The difference of the market value of the assets of the scheme and the present value of the accrued pension liabilities is shown as an asset/liability on the balance sheet, net of deferred tax where appropriate.

The union also operates a stakeholder pension scheme for staff. Contributions are charged as they become due.

8. Corporation tax

Corporation tax payable for the year is based on income received from investments, bank interest and rental income, less provident benefits and the proportion of administrative expenses attributable to providing those benefits. The corporation tax computation includes net capital gains on investment disposals and/or deducts net capital losses on investment disposals.

9. Deferred taxation

Provision is made in full for all taxation deferred in respect of timing differences that have originated but not reversed by the balance sheet date, except for gains on disposal of fixed assets which will be rolled over into replacement assets. No provision is made for taxation on permanent differences. Deferred tax assets are recognised to the extent that it is more likely than not that they will be recovered.

10. Investments

Investments are stated at cost less provision for any permanent diminution in value.

11. Investment properties

Investment properties are valued by the Executive Committee, based on appropriate professional advice, on an open market value basis. Surpluses and temporary diminutions in value are taken to the revaluation reserve. Permanent diminutions in value are reported in the income and expenditure account. Investment properties are not depreciated.

12. Operating leases

Rentals paid under operating leases are charged to the profit and loss account as incurred.

Unity

Benefits and Management Fund

Income and Expenditure Account for the year ended 31 December 2013

	Notes	2013 £	2012 £
Income			
Contributions receivable	1	427,153	436,870
Interest, dividends and other income	2	<u>384,896</u>	<u>289,523</u>
		812,049	726,393
Less expenditure			
Provident benefits	3	65,471	45,550
Staff costs	4	251,923	422,831
Other administrative costs	5	216,006	246,159
Trades Union fees, grants and education expenses	6	20,228	23,156
Committee, delegates and other expenses	7	<u>12,807</u>	<u>53,938</u>
		(566,435)	(791,634)
Surplus/(deficit) of income over expenditure before taxation		245,614	(65,241)
Taxation	8	<u>(283)</u>	<u>(714)</u>
Surplus/(deficit) of income over expenditure	19	<u>245,331</u>	<u>(65,955)</u>

Unity

Political Fund for the year ended 31 December 2013

	Notes	2013 £	2012 £
Income	9	9,016	17,442
Less expenditure	10	<u>(4,929)</u>	<u>(6,189)</u>
Surplus of income over expenditure		4,087	11,253
Balance on fund at beginning of the year		86,063	74,810
Transfer to Benefits and Management fund	19	-	-
Balance on fund at end of the year		<u>90,150</u>	<u>86,063</u>

Unity

**Statement of recognised gains and losses – Benefits and Management Fund
for the year ended 31 December 2013**

		2013 £	2012 £
Surplus/(deficit) of income over expenditure	19	245,331	(65,955)
Revaluation of fixed assets	18	(213,250)	-
Actuarial loss recognised on defined benefit pension asset	20	(251,000)	(3,000)
		<hr/>	<hr/>
Total recognised deficit relating to the year		<u>(218,919)</u>	<u>(68,955)</u>

Notes of Historical Cost Profits and Losses for the Year Ended 31 December 2013

		2013 £	2012 £
Reported surplus/(deficit) on ordinary activities before taxation		245,614	(65,241)
Difference between historical cost depreciation charge and depreciation based on revalued amounts	18	-	7,427
		<hr/>	<hr/>
Total recognised surplus/(deficit) relating to the year before taxation		<u>245,614</u>	<u>(57,814)</u>
		<hr/>	<hr/>
Total recognised surplus/(deficit) relating to the year after taxation		<u>245,331</u>	<u>(58,528)</u>

Unity
Balance Sheet as at 31 December 2013

	Notes	2013 £	2012 £
Tangible fixed assets	11	1,805,045	2,000,158
Investments	12	<u>2,269,252</u>	<u>2,314,802</u>
		<u>4,074,297</u>	<u>4,314,960</u>
Current assets			
Debtors	13	168,476	139,451
Investments and cash on deposit	14	2,539,649	2,513,183
Cash at bank	15	53,967	46,201
Cash in hand		<u>822</u>	<u>36</u>
		2,762,914	2,698,871
Less liabilities			
Creditors : amounts falling due within one year	16	<u>(155,646)</u>	<u>(154,934)</u>
Net current assets		<u>2,607,268</u>	<u>2,543,937</u>
Creditors : amounts falling due over one year	17	<u>(23,400)</u>	<u>(25,900)</u>
Net assets excluding pension assets		6,658,165	6,832,998
Pension assets			
Defined benefit scheme net assets	20	116,000	156,000
Net assets including pension assets		<u>6,774,165</u>	<u>6,988,997</u>
Financed by:			
Political fund (page 7)		90,150	86,063
Revaluation reserve	18	1,613,859	1,827,109
Benefits and management fund	19	<u>5,070,156</u>	<u>5,075,825</u>
		<u>6,774,165</u>	<u>6,988,997</u>

The financial statements have been prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992, and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements on pages 4 to 23 were approved for submission to the Executive Committee on 18.3.14..... and signed by:



H Hockaday - General Secretary

Unity

Notes to the financial statements for the year ended 31 December 2013

		2013	2012
1. Contributions receivable		£	£
Contributions		<u>427,153</u>	<u>436,870</u>
2. Interest, dividends and other income	£	2013 £	2012 £
Investment income			
British Government securities	1,143	1,117	
Stocks, shares and unit trusts	<u>91,651</u>	<u>91,971</u>	
		92,794	93,088
Interest receivable gross			
Building society	71	-	
Short term bank deposit	21,274	24,076	
Transferred to Political Fund (note 9)	(71)	-	
Other interest	<u>3</u>	<u>3</u>	
		21,277	24,079
Total investment income		114,071	117,167
Surplus on disposal of investments		75,085	72,470
Rent receivable			
House – Stockton Brook	4,089	3,110	
Headquarters	2,500	2,500	
Car park - Garth Street	70,000	70,000	
Car park - Hillcrest Street	<u>-</u>	<u>10</u>	
		76,589	75,620
Other income		7,687	2,639
Unity Resource Centre Income		47,329	48,377
Management expenses – Political Fund		250	250
Unwind of CRC provision		38,885	-
		<u>359,896</u>	<u>316,523</u>
Pension finance income/(cost)		<u>25,000</u>	<u>(27,000)</u>
		<u>384,896</u>	<u>289,523</u>

Unity

Notes to the financial statements for the year ended 31 December 2013

	2013	2012
	£	£
3. Provident benefits		
Unemployment	1,332	768
Industrial injury	1,205	1,775
Retirement grants	3,965	2,885
Retirement seminars	2,544	4,835
Death grants	3,000	3,500
Legal, professional expenses and disbursements	42,661	31,787
Strike expenditure	10,764	-
	<u>65,471</u>	<u>45,550</u>

	2013	2012
	£	£
4. Staff costs		
Salaries and allowances of Officers, Lodge Presidents, secretaries and Inspectors	37	94
Membership officers and collectors' commissions, fees etc	27,763	22,917
Headquarters' salaries	239,583	231,981
Head office pension scheme (including professional fees)	(43,735)	143,471
Healthcare	340	511
Subscriptions	363	416
National insurance	27,572	23,441
	<u>251,923</u>	<u>422,831</u>

Head office pension scheme costs includes adjustments in respect of FRS17 adjustments of current service costs of £40,000 (2012 - £107,000) and a gain as a result of past service costs of £107,000 (2012 - £nil).

Unity

Notes to the financial statements for the year ended 31 December 2013

	2013	2012
	£	£
5. Other administrative costs		
Rent, rates, heat and light – headquarters	42,538	38,183
Postages - headquarters	7,014	7,729
Printing, stationery and advertising	14,456	34,628
Telephone charges	7,284	6,453
Insurances	8,800	6,651
Repairs and renewals	36,796	35,686
Bank charges	1,415	1,726
Car expenses, tax and insurance	4,349	4,595
Local expenses	8,792	7,655
Audit and accountancy fees	22,421	22,273
Professional and I.T. costs	24,352	26,639
Headquarters – sundries and maintenance	10,116	4,220
Depreciation	31,665	43,860
Bad debts written off	-	1,509
(Surplus)/deficit on disposal of fixed assets	(3,992)	4,352
	<u>216,006</u>	<u>246,159</u>
	2013	2012
	£	£
6. Trades union fees, grants and education expenses		
General Federation of Trade Unions fees and expenses	3,605	3,605
Trades Union Congress affiliation fees	10,962	11,129
Trades Union Congress conferences and expenses	1,547	811
Works' representative fees, courses and school expenses	-	80
Grants to other societies and charitable donations	1,425	623
Seminars and day conferences	2,689	6,908
	<u>20,228</u>	<u>23,156</u>
	2013	2012
	£	£
7. Committee, delegates and other expenses		
National executive and sub-committee	15,532	22,269
Biennial delegation expenses	(4,600)	22,927
Travelling and subsistence expenses	1,875	8,742
	<u>12,807</u>	<u>53,938</u>

Unity

Notes to the financial statements for the year ended 31 December 2013

	2013	2012
	£	£
8. Taxation		
Corporation tax payable	374	2,000
Previous year over provision	(91)	(1,286)
	<u>283</u>	<u>714</u>
	2013	2012
	£	£
9. Political fund – income		
Contributions	8,945	17,442
Building society interest receivable on Political Fund (note 2)	71	-
	<u>9,016</u>	<u>17,442</u>
	2013	2012
	£	£
10. Political fund – expenditure		
Labour Party affiliation fees etc.	3,500	3,500
Local Labour Parties - affiliation fees, expenses and donations	507	1,345
Labour Party meetings	150	50
Management expenses	250	250
Refunds of contributions	522	1,044
	<u>4,929</u>	<u>6,189</u>

Notes to the financial statements for the year ended 31 December 2013

11. Tangible fixed assets

	Investment properties:						Motor vehicles £
	Total £	Car parks £	House Stockton Brook £	Freehold building - Headquarters £	Fixtures, fittings & equipment £	Computer equipment £	
Cost or valuation							
At 1 January 2013	2,211,350	1,189,000	125,000	630,000	130,586	56,771	79,993
Additions	61,810	-	-	-	-	-	61,810
Disposals	(33,288)	-	-	-	-	-	(33,288)
Revaluation	(229,000)	(289,000)	15,000	45,000	-	-	-
At 31 December 2013	2,010,872	900,000	140,000	675,000	130,586	56,771	108,515
Depreciation							
At 1 January 2013	211,192	-	-	15,750	105,763	53,521	36,158
Charge for year	31,665	-	-	-	2,482	650	28,533
Disposals	(21,280)	-	-	-	-	-	(21,280)
Revaluation	(15,750)	-	-	(15,750)	-	-	-
At 31 December 2013	205,827	-	-	-	108,245	54,171	43,411
Net book value							
At 31 December 2013	1,805,045	900,000	140,000	675,000	22,341	2,600	65,104
At 31 December 2012	2,000,158	1,189,000	125,000	614,250	24,823	3,250	43,835

Investment properties have been valued by the Officers at estimated market value on an existing use basis for accounts purposes, having taken appropriate professional advice.
 The freehold building has been valued by the Officers at estimated market value for accounts purposes, having taken appropriate professional advice.
 The original cost of the freehold buildings is £332,905 (2012 - £332,905). Cumulative depreciation of freehold land and buildings based on original cost is £252,821 (2012 - £244,498).

Unity

Notes to the financial statements for the year ended 31 December 2013

12. Investments	2013 £	2012 £
Investments at cost less provisions		
Quoted securities	2,069,052	2,114,602
Unquoted investments	<u>200,200</u>	<u>200,200</u>
	<u>2,269,252</u>	<u>2,314,802</u>

The market value of the quoted investments above at 31 December 2013 was £2,899,813 (2012 - £2,568,723).

13. Debtors	2013 £	2012 £
Factory contributions receivable	68,314	64,511
Trade debtors	21,535	7,576
Other debtors	49,657	46,902
Prepayments and accrued income	<u>28,970</u>	<u>20,462</u>
	<u>168,476</u>	<u>139,451</u>

14. Current asset investments and cash on deposit	2013 £	2012 £
Short term deposit account – general	2,503,726	2,477,331
Short term deposit account – political	<u>35,923</u>	<u>35,852</u>
	<u>2,539,649</u>	<u>2,513,183</u>

15. Cash at bank	2013 £	2012 £
Current account – general	-	-
Current account - political fund	<u>53,967</u>	<u>46,201</u>
	<u>53,967</u>	<u>46,201</u>

Unity

Notes to the financial statements for the year ended 31 December 2013

	2013	2012
	£	£
16. Creditors		
Amounts falling due within one year:		
Bank overdraft	25,489	47,936
Creditors and accruals	104,823	51,932
Taxation and social security	24,960	53,066
Corporation tax	374	2,000
	<u>155,646</u>	<u>154,934</u>
17. Creditors		
Amounts falling due over one year:		
Creditors and accruals	<u>23,400</u>	<u>25,900</u>
	<u>23,400</u>	<u>25,900</u>
18. Revaluation reserve		
Balance brought forward at 1 January	1,827,109	1,834,536
Revaluations in the period	(213,250)	-
Other reserves movement	-	(7,427)
Balance carried forward at 31 December	<u>1,613,859</u>	<u>1,827,109</u>

Unity

Notes to the financial statements for the year ended 31 December 2013

	2013	2012
	£	£
19. Benefits and management fund including pension asset		
Balance brought forward at 1 January	5,075,825	5,137,353
Surplus/(deficit) of income over expenditure for the year	245,331	(65,955)
Other reserves movement	-	7,427
Actuarial loss recognised on defined benefit pension asset	(251,000)	(3,000)
Transfer from Political Fund (page 7)	-	-
Balance carried forward at 31 December	5,070,156	5,075,825

The balance on the Benefits and Management Fund at 31 December 2013 includes the Defined Benefit Pension Asset - £116,000 (2012 - £156,000)

20. Pension scheme

The Union operates a defined benefits pension scheme on behalf of all of its employees providing benefits based on final pensionable pay and length of service. The assets of the scheme are held separately from those of the Union, being invested with insurance companies. The scheme became closed to new members from 25 February 2005. Contributions to the scheme are charged to the income and expenditure account so as to spread the cost of pensions over employees' working lives with the Union.

The defined benefit pension scheme is closed to new members and so under the projected unit method the current service cost would be expected to increase over time as members of the scheme approach retirement.

The latest full actuarial valuation was carried out at 6 April 2013 and has been updated for Financial Reporting Standard for Smaller Entities (effective April 2008) Defined Benefit Schemes purposes to 31 December 2013 by a qualified independent actuary. Pension scheme funding is £12,000 per month.

The major assumptions used in this valuation were:

	2013	2012
Discount rate	4.6%	4.3%
Retail price inflation	3.3%	2.6%
Consumer price inflation	2.3%	1.6%
Salary increase rate	3.0%	2.3%
Pension increases – Post 88 GMP	3.0%	3.0%
Pension increases – Pre 97 excess over GMP	5.0%/ 0.0%	5.0%
Pension increases – Post 97 pre 99 pension	5.0%/ 3.3%	5.0%
Pension increases – Post 99 pension	3.3%	2.6%
Deferred pension revaluation	2.3%	1.6%

Unity

Notes to the financial statements for the year ended 31 December 2013

20. Pension scheme (continued)

The assumptions used by the actuary are the best estimates chosen from a range of possible actuarial assumptions, which due to the timescale covered, may not necessarily be borne out in practice.

The charge to the income and expenditure account for pension contributions and related expenditure in the year was £43,735 (credit) (2012 - £143,471). This includes £2,948 (2012 - £1,554) in respect of stakeholders pensions.

Scheme assets

The fair value of the scheme's assets, which are not intended to be realised in the short term and may be subject to significant change before they are realised, and the present value of the scheme's liabilities which are derived from cash flow projections over long periods and thus inherently uncertain, were:

	2013	2012
	£	£
Equities	3,400,000	2,771,000
Bonds	1,366,000	958,000
Property	30,000	25,000
Other	192,000	596,000
Total fair value of pension assets	<u>4,988,000</u>	<u>4,350,000</u>
Present value of scheme liabilities	<u>(4,490,000)</u>	<u>(4,170,000)</u>
Surplus in the scheme	498,000	180,000
Restriction	<u>(382,000)</u>	<u>(24,000)</u>
Net pension surplus	<u>116,000</u>	<u>156,000</u>

The surplus has been restricted to the value of the scheme's future service cost less future employee contributions.

	2013	2012
Long term rate of return		
Equities	6.6%	6.0%
Bonds	4.6%	4.3%
Property	4.6%	4.3%
Other	0.5%	0.5%

Unity

Notes to the financial statements for the year ended 31 December 2013

20. Pension scheme (continued)	2013	2012
	£	£
Movements in the surplus during the year:		
Surplus at beginning of the year	156,000	154,000
Movement in year:		
Current service costs	(40,000)	(107,000)
Past service costs	107,000	
Contributions	119,000	139,000
Other financial income	25,000	(27,000)
Actuarial loss	<u>(251,000)</u>	<u>(3,000)</u>
Surplus in the scheme at the end of the year	<u>116,000</u>	<u>156,000</u>

	2013	2012
	£	£
Analysis of amounts included in other finance income/costs		
Expected return on pension scheme assets	206,000	152,000
Interest on pension scheme liabilities	<u>(181,000)</u>	<u>(179,000)</u>
Net finance return	<u>25,000</u>	<u>(27,000)</u>

Analysis of amount recognised in statement of total recognised gains and losses

	2013	2012
	£	£
Actual return less expected return on scheme assets	399,000	366,000
Experience gains and losses arising on liabilities	(636,000)	25,000
Changes in assumptions underlying the present value of scheme liabilities	<u>(14,000)</u>	<u>(394,000)</u>
Actuarial loss recognised in statement of total recognised gains and losses	<u>(251,000)</u>	<u>(3,000)</u>

The experience figure of £636,000 includes a loss of £358,000 due to the adjustment for surplus restrictions.

Unity

Notes to the financial statements for the year ended 31 December 2013

20. Pension scheme (continued)	2013	2012
History of experience gains and losses		
Difference between the expected and actual return on scheme assets:		
Amount	£399,000	£366,000
Percentage of year end scheme assets	8%	8%
Experience gains and losses on scheme liabilities:		
Amount	£(636,000)	£25,000
Percentage of year end present value of scheme liabilities	14%	1%
Total amount recognised in statement of total recognised gains and losses:		
Amount	£(251,000)	£(3,000)
Percentage of year end present value of scheme liabilities	5.6%	0.1%

21. Related party transactions

A loan of £nil (2012 - £17,900) was repaid by the retired Assistant General Secretary during the year. The loan balance at the year end was £nil (2012 - £nil), the maximum loan outstanding during the year was £nil (2012 £17,900).

No interest was charged in respect of this balance.

At the year end a balance of £57,786 (2012 - £36,151) was payable to the Unity 1993 Retirement Benefits Scheme in respect of employer voluntary contributions and Death in Service premiums paid by the pension scheme.

Unity

Cash flow statement for the year ended 31 December 2013

Reconciliation of operating activities to net cash outflow from operating activities

	2013 £	2012 £
Income in excess of expenditure/(excess of expenditure over income) excluding investment income, and interest:		
- Benefits and Management Fund	131,543	(182,408)
- Political Fund	4,087	11,253
	135,630	(171,155)
Pension current service charge included in Benefits and Management Fund	40,000	107,000
Pension past service gain	(107,000)	-
Pension fund income included in Benefits and Management Fund	(25,000)	27,000
Pension payments	(119,000)	(139,000)
Depreciation (including adjustments on disposals)	27,673	48,212
Surplus on disposal of investments	(75,035)	(72,470)
(Increase)/Decrease in debtors	(29,025)	6,007
Increase/(Decrease) in creditors	21,996	(4,556)
	(129,761)	(198,962)

Cash flow statement

Cash flow from operating activities	(129,761)	(198,962)
Returns on investments and servicing of finance (note 1)	114,958	117,167
Taxation paid	(1,910)	(6,714)
Capital expenditure and financial investment (note 1)	74,178	57,986
	57,465	(30,523)
Cash outflow before financing		
Financing	-	-
	57,465	(30,523)
Increase/ (decrease) in cash		

Unity

Cash flow statement for the year ended 31 December 2013

Note 1

	2013 £	2012 £
Returns on investments and servicing of finance		
Interest received	21,277	24,079
Dividends received	<u>93,681</u>	<u>93,088</u>
	<u>114,958</u>	<u>117,167</u>

Capital expenditure and financial investment

Purchase of tangible fixed assets	(61,810)	(27,738)
Sales of fixed assets	16,000	6,250
Payments to acquire investments	(278,421)	(255,688)
Receipts from sales of investments	<u>398,409</u>	<u>335,162</u>
	<u>74,178</u>	<u>57,986</u>

Note 2

	2013 £	2012 £
Reconciliation of net cashflow to movement in net funds		
Increase/(decrease) in cash	57,465	(30,523)
Net funds at 1 January	<u>2,511,484</u>	<u>2,542,007</u>
Net funds at 31 December	<u>2,568,949</u>	<u>2,511,484</u>

Note 3

Analysis of changes in net funds	As at 01.01.13	Cash flows	Non- cash changes	As at 31.12.13
Investments and cash on deposit	2,513,183	26,466	-	2,539,649
Cash at bank	46,201	7,766	-	53,967
Cash in hand	36	786	-	822
Bank overdraft	<u>(47,936)</u>	<u>22,447</u>	-	<u>(25,489)</u>
	<u>2,511,484</u>	<u>57,465</u>	-	<u>2,568,949</u>

Unity

Summary of contributions and payments by lodges for the year ended 31 December 2013

Name of lodge	Contributions	President Secretary Assistant	Rent	Sundries Fares etc	Postage	Total
	£	£	£	£	£	£
Armitage	-	-	-	-	-	-
Belleek	-	-	-	-	-	-
Denby	-	60	-	-	-	60
Derby	-	-	-	-	-	-
Middlewich	-	-	-	-	-	-
Stoke on Trent	-	-	-	-	-	-
	<u>-</u>	<u>60</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>60</u>

