

FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

Year ended:

List No:

Head or Main Office:



Website address (if available)

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

General Secretary:

Contact name for queries regarding the completion of this return:

Telephone Number:

e-mail:

PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.
Any difficulties or problems in the completion of this return should be directed to the Certification Office as below or by telephone to: 020 7210 3734

The address to which returns and other documents should be sent are:
For Employers' Associations based in England and Wales:
Certification Office for Trade Unions and Employers' Associations
22nd Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

For Employers' Associations based in Scotland:
Certification Office for Trade Unions and Employers' Associations
Melrose House, 69a George Street, Edinburgh EH2 2JG

RETURN OF MEMBERS

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
427	3	1	3	434

OFFICERS IN POST

(see note 10)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

CHANGE OF OFFICERS

Please complete the following to record any changes of officers during the twelve months covered by this return.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of Change
Chairman	Terry Parker		31 March 2014
Chairman		Peter Hindle	1 April 2014

REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	INCOME		
686,757	From Members Subscriptions, levies, etc		946,338
70,840	Investment income Interest and dividends (gross)		48,263
216,250	Bank interest (gross)		140,466
3,541,744	Other (specify) – training		
	Other (specify) – property disposal		
	Other income Rents received		
	Insurance commission		
	Consultancy fees		
	Publications/Seminars		
	Miscellaneous receipts (specify)		
4,515,591	TOTAL INCOME		1,135,067
	EXPENDITURE		
	Administrative expenses		
591,156	Remuneration and expenses of staff		488,386
157,727	Occupancy costs		128,646
22,147	Printing, Stationery, Post		7,915
17,319	Telephones		(21,574)
41,349	Legal and Professional fees		25,942
	Miscellaneous (specify) – see below		
13,842	Computer maintenance		7,770
13,803	Subscriptions and donations		16,550
13,750	Public relations		20,274
72,195	Marketing and publications		70,478
2,523	BMF supplier liaison meeting		-
-	Trade credit scheme expense		5,000
11,230	Regional training courses		282,962
426	BMF Modules/MOLs		1,303
64,868	In company courses		52,510
4,485	BMF Diploma		9,723
2,601	BMF Campus		-
8,901	Master Merchant		6,000
6,368	Administrative and property expenses		16,885
2,245	Commissions		9,250
	Other charges Bank charges		-
3,212	Depreciation		57,284
	Sums written off		-
	Affiliation fees		-
	Donations		-
38,034	Conference and meeting fees		34,996

		Expenses Miscellaneous (specify)	
(596,741)	Taxation (credit)/charge		14,328
1,088,181		TOTAL EXPENDITURE	1,220,300
2,830,669		Surplus/Deficit for year	(70,905)
609,783		Amount of fund at beginning of year	3,440,452
3,440,452		Amount of fund at end of year	3,369,547

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 3		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 4			Fund Account
Name of account:		£	£
Income			
From members			
Investment income			
Other income (specify)			
		Total Income	
Expenditure			
Administrative expenses			
Other expenditure (specify)			
		Total Expenditure	
		Surplus (Deficit) for the year	
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	

ACCOUNT 5			Fund Account
Name of account:		£	£
Income			
From members			
Investment income			
Other income (specify)			
		Total Income	
Expenditure			
Administrative expenses			
Other expenditure (specify)			
		Total Expenditure	
		Surplus (Deficit) for the year	
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 6			Fund Account
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 7			Fund Account
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

BALANCE SHEET AS AT 31 MARCH 2014

(see notes 19 and 20)

Previous Year		£	£
1,030,566	Fixed Assets (as at page 11)		1,902,870
	Investments (as per analysis on page 13)		
	Quoted (Market value £)		
	Unquoted		
1,030,566	Total Investments		1,902,870
	Other Assets		
432,233	Sundry debtors		303,188
3,204,519	Cash at bank and in hand		389,246
	Stocks of goods		
	Others (specify) – current asset investments		1,000,000
3,636,752	Total of other assets		1,692,434
4,667,318		TOTAL ASSETS	3,595,304
3,440,452	Fund (Account)		3,369,547
	Fund (Account)		
	Fund (Account)		
	Revaluation Reserve		
	Liabilities		
	Loans		
	Bank overdraft		
	Tax payable		
1,226,866	Sundry creditors		225,757
	Accrued expenses		
	Provisions		
	Other liabilities		
1,226,866		TOTAL LIABILITIES	225,757
4,667,318		TOTAL ASSETS	3,595,304

FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION				
At start of period	775,505	254,501	5,586	
Additions during period	866,376	79,118	3,477	
Less: Disposals during period				
Less: DEPRECIATION:	18,537	56,823	1,307	
Total to end of period	19,830	58,944	2,919	
BOOK AMOUNT at end of period	1,622,051	274,675	6,144	
Freehold	1,662,501			
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
AS BALANCE SHEET				

ANALYSIS OF INVESTMENTS

(see note 22)

		Other Funds £
QUOTED	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Quoted Investments	
UNQUOTED	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Unquoted Investments	

* Market value of investments to be stated where these are different from the figures quoted in the balance sheet

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 23 to 25)

Does the association, or any constituent part of the association, have a controlling interest in any limited company?		YES	NO
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
INCORPORATED EMPLOYERS' ASSOCIATIONS			
Are the shares which are controlled by the association registered in the association's name		YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		
UNINCORPORATED EMPLOYERS ASSOCIATIONS			
Are the shares which are controlled by the association registered in the names of the association's trustees?		YES	NO
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	946,338		946,338
From Investments			
Other Income (including increases by revaluation of assets)	188,729		188,729
Total Income	1,135,067		1,135,067
EXPENDITURE (including decreases by revaluation of assets)	1,205,972		1,205,972
Total Expenditure			
Funds at beginning of year (including reserves)	3,440,452		3,440,452
Funds at end of year (including reserves)	3,369,547		3,369,547
ASSETS			
Fixed Assets			1,902,870
Investment Assets			
Other Assets			1,692,434
		Total Assets	3,595,304
LIABILITIES		Total Liabilities	225,757
NET ASSETS (Total Assets less Total Liabilities)			3,369,547

NOTES TO THE ACCOUNTS

(see note 36)

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

2. TURNOVER

An analysis of turnover by class of business is as follows:

	Year ended 31 March 2014 £	14 ½ month period ended 31 March 2013 £
Contributions and subscriptions	555,683	637,376
Other income from members	390,655	49,381
BMF training income	140,466	216,250
	<u>1,086,804</u>	<u>903,007</u>

All turnover arose within the United Kingdom.

BUILDERS MERCHANTS FEDERATION LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

3. OPERATING (DEFICIT)/SURPLUS

The operating (deficit)/surplus is stated after charging:

	Year ended 31 March 2014 £	14 ½ month period ended 31 March 2013 £
Depreciation of tangible fixed assets: - owned by the entity	76,667	3,589
Auditor's remuneration	5,200	8,250
Auditor's remuneration - non-audit	1,750	2,650
Operating lease charges	3,380	7,292
Staff costs and expenses	420,278	542,280
Contributions paid to defined contribution pension schemes	<u>68,108</u>	<u>46,142</u>

4. TAXATION

	Year ended 31 March 2014 £	14 ½ month period ended 31 March 2013 £
Analysis of tax (credit)/charge in the year/period		
UK corporation tax charge on (deficit)/surplus for the year/period	-	596,741
Adjustments in respect of prior periods	(14,328)	-
Tax on (deficit)/surplus on ordinary activities	<u>(14,328)</u>	<u>596,741</u>

BUILDERS MERCHANTS FEDERATION LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014**

5. TANGIBLE FIXED ASSETS

	Freehold land and buildings £	Fixtures & fittings £	Computer equipment £	Total £
Cost				
At 1 April 2013	775,505	254,501	5,586	1,035,592
Additions	<u>866,376</u>	<u>79,118</u>	<u>3,477</u>	<u>948,971</u>
At 31 March 2014	<u>1,641,881</u>	<u>333,619</u>	<u>9,063</u>	<u>1,984,563</u>
Depreciation				
At 1 April 2013	1,293	2,121	1,612	5,026
Charge for the year	<u>18,537</u>	<u>56,823</u>	<u>1,307</u>	<u>76,667</u>
At 31 March 2014	<u>19,830</u>	<u>58,944</u>	<u>2,919</u>	<u>81,693</u>
Net book value				
At 31 March 2014	<u>1,622,051</u>	<u>274,675</u>	<u>6,144</u>	<u>1,902,870</u>
At 31 March 2013	<u>774,212</u>	<u>252,380</u>	<u>3,974</u>	<u>1,030,566</u>

6. DEBTORS

	2014 £	2013 £
Trade debtors	78,348	160,461
Other debtors and prepayments	224,840	271,772
	<u>303,188</u>	<u>432,233</u>

**7. CREDITORS:
Amounts falling due within one year**

	2014 £	2013 £
Trade creditors	83,656	224,946
Corporation tax	-	596,741
Other taxation and social security	14,253	-
Other creditors and deferred income	127,848	405,179
	<u>225,757</u>	<u>1,226,866</u>

BUILDERS MERCHANTS FEDERATION LIMITED

8. RESERVES

	Repairs & maintenance fund £	Accumulated fund £
At 1 April 2013	50,000	3,390,452
Deficit for the financial year	-	(70,905)
Transfer between reserves	(50,000)	50,000
	<hr/>	<hr/>
At 31 March 2014	<hr/>	<hr/>
	-	<u>3,369,547</u>

9. OPERATING LEASE COMMITMENTS

At 31 March 2014 the entity had annual commitments under non-cancellable operating leases as follows:

	2014 £	2013 £
Expiry date:		
Within 1 year	-	12,500
Between 2 and 5 years	<u>3,380</u>	<u>-</u>

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BUILDERS MERCHANTS FEDERATION LIMITED

ACCOUNTING POLICIES

(see notes 37 and 38)

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Industrial and Provident Societies Acts 1965 to 2002.

1.2 Income and expenditure

Income and expenditure are accounted for on an accruals basis.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold building	-	2% per annum
Fixtures & fittings	-	10%-20% per annum
Computer equipment	-	33% per annum

1.4 Leases

Rentals payable under operating leases are charged to the income and expenditure account on a straight line basis over the lease term.

1.5 Pensions

Contributions due to the defined contribution pension schemes in respect of the accounting period are charged against profits for that period.

1.6 Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual agreement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u><i>Matthews</i></u> Name: <u>PETER MATTHEWS</u> Date: <u>3/10/2014</u>	Chairman's ^{MANAGING DIRECTOR} Signature: <u><i>John Newcomb</i></u> (or other official whose position should be stated) Name: <u>JOHN NEWCOMB</u> Date: <u>3/10/2014</u>
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BUILDERS MERCHANTS FEDERATION LIMITED

CHECK LIST

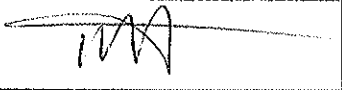
(see note 41)

(please tick as appropriate)

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

AUDITOR'S REPORT (continued)

See enclosure .

Signature(s) of auditor or auditors:		
Name(s):	<i>Bob Coleman, MAIA</i>	
Profession(s) or Calling(s):	<i>MAIA</i>	
Address(es):	<i>6 DOMINICK WAY LEICESTER LE19 1RP</i>	
Date:	<i>6th OCTOBER 2014</i>	
Contact name and telephone number:	<i>BOB COLEMAN - 0116 2816512</i>	

AUDITOR'S REPORT

(see notes 42 to 47)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 43 and 44)

YES

If "No" please explain below.

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
 - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
 - (c) whether the accounts to which the report relates agree with the accounting records?
- (See section 36(3) of the 1992 Act, set out in note 43)

YES

If "No" please explain below.

3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
 - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
- (See section 36(4) of the 1992 Act set out in note 43)

YES

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR27 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.
(See note 45)

BUILDERS MERCHANTS FEDERATION LIMITED

INDEPENDENT AUDITORS' REPORT TO THE BOARD OF BUILDERS MERCHANTS FEDERATION LIMITED

We have audited the financial statements of Builders Merchants Federation Limited for the year ended 31 March 2014 which comprise the Income and expenditure account, the Balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law (United Kingdom Generally Accepted Accounting Practice).

RESPECTIVE RESPONSIBILITIES OF THE BOARD AND THE AUDITORS

As explained more fully in the Statement of the Board's responsibilities statement set out on page 2, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors. This report is made solely to the entity's members as a body in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the entity's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the entity and the entity's members as a body for our audit work, for this report, or for the opinions we have formed.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at www.frc.org.uk/auditscopeukprivate.

OPINION ON THE FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the entity's affairs as at 31 March 2014 and of its deficit 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 Industrial and Provident Societies Acts, 1965 to 2002..

In our opinion the information given in the Directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Industrial and Provident Societies Acts, 1965 to 2002 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 directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Paul Johnson (Senior Statutory Auditor)
for and on behalf of Mazars LLP
Chartered Accountants and Statutory Auditor
6 Dominus Way
Meridian Business Park
Leicester
LE19 1RP

Date: