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- 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:

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 *(Click the appropriate box)*

General Secretary:

Telephone Number:

Contact name for queries regarding

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 Officer as below or by telephone to: 020 7210 3734

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

For Unions based in England and Wales:

Certification Office for Trade Unions and Employers' Associations  
22<sup>nd</sup> Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

For Unions based in Scotland:

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



(Revised February 2011)

# RETURN OF MEMBERS

(see notes 10 and 11)

	NUMBER OF MEMBERS AT THE END OF THE YEAR				
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
MALE	92	NIL	NIL	NIL	92
FEMALE	8	NIL	NIL	NIL	8
TOTAL	100	NIL	NIL	NIL	A 100

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

3
74

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

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:

**The Federation of Professional  
Railway Staff  
Year ended 31 December 2012**

**Schedule of Officers in Post during the Year ended 31 December 2012**

George Brown	Chairman
Lester Fuller	Secretary
Sidney Craddock	Treasurer and Membership Secretary



# GENERAL FUND

(see notes 13 to 18)

	£	£
<b>INCOME</b>		
<b>From Members:</b> Contributions and Subscriptions		4,121
<b>From Members:</b> Other income from members (specify)		—
<b>Total other income from members</b>		4,121
<b>Total of all income from members</b>		118
<b>Investment income (as at page 12)</b>		—
<b>Other Income</b>		—
Income from Federations and other bodies (as at page 4)		—
Income from any other sources (as at page 4)		—
<b>Total of other income (as at page 4)</b>		—
	<b>TOTAL INCOME</b>	4,239
<b>EXPENDITURE</b>		
<b>Benefits to members (as at page 5)</b>		—
<b>Administrative expenses (as at page 10)</b>		6,465
<b>Federation and other bodies (specify)</b>		—
<b>Total expenditure Federation and other bodies</b>		6,465
<b>Taxation</b>		See page 10
	<b>TOTAL EXPENDITURE</b>	6,465
Surplus (deficit) for year		(2,226)
Amount of general fund at beginning of year		130,881
Amount of general fund at end of year		128,655

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

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		—
<b>TOTAL FEDERATION AND OTHER BODIES</b>		—
Other income		—
<b>TOTAL OTHER INCOME</b>		—
<b>TOTAL OF ALL OTHER INCOME</b>		—

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues	—	<b>brought forward</b>	
		Education and Training services	—
Representation – Non Employment Related Issues	—		
		Negotiated Discount Services	—
Communications	—		
		Salary Costs	—
Advisory Services	—		
		Other Benefits and Grants (specify)	—
Dispute Benefits	—		
Other Cash Payments	—		
<b>carried forward</b>	—	<b>Total (should agree with figure in General Fund)</b>	—

(See notes 24 and 25)

<b>FUND 2</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>	From members		—
	Investment income (as at page 12)		—
	Other income (specify)		—
	<b>Total other income as specified</b>		—
	<b>Total Income</b>		—
<b>Expenditure</b>	Benefits to members		—
	Administrative expenses and other expenditure (as at page 10)		—
	<b>Total Expenditure</b>		—
	<b>Surplus (Deficit) for the year</b>		—
	<b>Amount of fund at beginning of year</b>		—
<b>Amount of fund at the end of year (as Balance Sheet)</b>			—
<b>Number of members contributing at end of year</b>			—

<b>FUND 3</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>	From members		—
	Investment income (as at page 12)		—
	Other income (specify)		—
	<b>Total other income as specified</b>		—
	<b>Total Income</b>		—
<b>Expenditure</b>	Benefits to members		—
	Administrative expenses and other expenditure (as at page 10)		—
	<b>Total Expenditure</b>		—
	<b>Surplus (Deficit) for the year</b>		—
	<b>Amount of fund at beginning of year</b>		—
<b>Amount of fund at the end of year (as Balance Sheet)</b>			—
<b>Number of members contributing at end of year</b>			—







(see notes 26 to 31)

<b>POLITICAL FUND ACCOUNT 1</b>		<b>To be completed by trade unions which maintain their own fund</b>	
		<b>£</b>	<b>£</b>
<b>Income</b>	Members contributions and levies		—
	Investment income (as at page 12)		—
	Other income (specify)		—
	Total other income as specified		—
	Total income		—
<b>Expenditure</b>	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 of political fund at beginning of year		—
	Amount of political fund at the end of year (as Balance Sheet)		—
	Number of members at end of year contributing to the political fund		—
	Number of members at end of the year not contributing to the political fund		—
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		—

<b>POLITICAL FUND ACCOUNT 2</b>		<b>To be completed by trade unions which act as components of a central trade union</b>	
		<b>£</b>	<b>£</b>
<b>Income</b>	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		—
<b>Expenditure</b>	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)

		£
<b>Administrative Expenses</b>		
Remuneration and expenses of staff		
Salaries and Wages included in above	£	—
Auditors' fees		1,500
Legal and Professional fees		660
Occupancy costs		—
Stationery, printing, postage, telephone, etc.		214
Expenses of Executive Committee (Head Office)		—
Expenses of conferences		116
Other administrative expenses (specify)		
INSURANCE		3,542
DRAWES FESC		375
BANK CHARGES		30
<b>Other Outgoings</b>		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		4
Taxation		24
Outgoings on land and buildings (specify)		—
Other outgoings (specify)		—
<b>Total</b>		<b>6,465</b>
Charged to:	General Fund (Page 3)	6,465
	Fund (Account )	—
	Fund (Account )	—
	Fund (Account )	—
	Fund (Account )	—
<b>Total</b>		<b>6,465</b>



# ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			-
Dividends (gross) from:			
Equities (e.g. shares)			-
Interest (gross) from:			
Government securities (Gilts)			-
Mortgages			-
Local Authority Bonds			-
Bank and Building Societies			118
Other investment income (specify)			-
	-		118
<b>Total investment income</b>			<b>118</b>
Credited to:			
		General Fund (Page 3)	118
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Political Fund	
<b>Total Investment Income</b>			

# BALANCE SHEET as at 31 DECEMBER 2012

(see notes 47 to 50)

Previous Year		£	£
	<b>Fixed Assets</b> (at page 14)		40
	<b>Investments</b> (as per analysis on page 15)		
	Quoted (Market value £ )		-
	Unquoted		-
	<b>Total Investments</b>		40
	<b>Other Assets</b>		
	Loans to other trade unions		-
	Sundry debtors		929
	Cash at bank and in hand		129,883
	Income tax to be recovered		-
	Stocks of goods		37
	Others (specify)		-
	<b>Total of other assets</b>		130,869
	<b>TOTAL ASSETS</b>		130,909
	Fund (Account 1 )		128,655
	Fund (Account )		
	Fund (Account )		
	Superannuation Fund (Account )		
	Political Fund (Account )		
	Revaluation Reserve		
	<b>LIABILITIES</b>		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		-
	Loans: Other		-
	Bank overdraft		-
	Tax payable		24
	Sundry creditors		-
	Accrued expenses		2,230
	Provisions		-
	Other liabilities		-
	<b>TOTAL LIABILITIES</b>		2,254
	<b>TOTAL ASSETS</b>		130,909

# FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold	Leasehold				
<b>Cost or Valuation</b>						
At start of year		-	729	-	-	729
Additions		-	-	-	-	-
Disposals		-	-	-	-	-
Revaluation/Transfer s		-	-	-	-	-
At end of year		-	729	-	-	729
<b>Accumulated Depreciation</b>						
At start of year		-	685	-	-	685
Charges for year		-	4	-	-	4
Disposals		-	-	-	-	-
Revaluation/Transfer s		-	-	-	-	-
At end of year		-	689	-	-	689
<b>Net book value at end of year</b>						
Net book value at end of year		-	40	-	-	40
<b>Net book value at end of previous year</b>						
Net book value at end of previous year		-	44	-	-	44



# ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

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

# ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

<b>Does the union, or any constituent part of the union, have a controlling interest in any limited company?</b>		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)		
<b>Are the shares which are controlled by the union registered in the names of the union's trustees?</b>		YES <input type="checkbox"/>	NO <input checked="" 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 £
<b>INCOME</b>			
From Members	4,121	-	4,121
From Investments	118	-	118
Other Income (including increases by revaluation of assets)	-	-	-
<b>Total Income</b>	4,239	-	4,239
<b>EXPENDITURE</b> (including decreases by revaluation of assets)	6,465	-	6,465
<b>Total Expenditure</b>	6,465	-	6,465
<b>Funds at beginning of year</b> (including reserves)	130,881	-	130,881
<b>Funds at end of year</b> (including reserves)	128,655	-	128,655
<b>ASSETS</b>			
Fixed Assets			40
Investment Assets			-
Other Assets			130,869
<b>Total Assets</b>			130,909
<b>LIABILITIES</b>			
<b>Total Liabilities</b>			2,254
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			128,655

# 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.

A large, empty rectangular box with a black border, intended for the user to enter notes to the accounts. The box occupies most of the page's vertical space below the instructions.


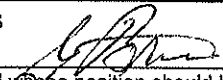
# ACCOUNTING POLICIES

(see notes 74 and 75)

## 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>LESTER E.A. FULLER</u> Date: <u>04/06/2013</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>GEORGE BROWN</u> Date: <u>30<sup>th</sup> MAY 2013</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	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77) <i>Notes attached After</i>	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSE D	<input checked="" type="checkbox"/>	TO FOLLOW	<input type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

# 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.

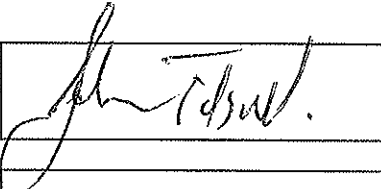
3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
  - (b) established and maintained a satisfactory system of control of its accounting 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)

# AUDITOR'S REPORT (continued)

Signature(s) of auditor or auditors:		
Name(s):		
Profession(s) or Calling(s):		
Address(es):	Johnson Tisdall 81 Burton Road Derby DE1 1TJ	
Date:		
Contact name and telephone number:		

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

**EVERY TRADE UNION IS REQUIRED BY LAW TO COMPLETE THIS RETURN. THE REFUSAL OR WILFUL NEGLECT TO PERFORM THIS DUTY IS A CRIMINAL OFFENCE.**

## **GUIDANCE ON COMPLETION**

PLEASE READ THESE NOTES CAREFULLY AS YOU COMPLETE THE FORM. IF YOU ARE UNSURE ABOUT ANY ASPECT OF THE FORM PLEASE CONTACT THE CERTIFICATION OFFICE FOR ADVICE.

### **GENERAL**

1. Unless the union has been authorised to make its annual return to another date, this return must be made to 31 December and sent to the Certification Officer as soon as possible, **and at any event before 1 June.**
2. As long as the period is the same and there is no reduction in the amount of information supplied, a union incorporated under the Companies Act may submit with the return a copy of its accounts prepared under the Companies Act providing pages 1,2,9,11,16,17,19,20 and 21 of the return are completed. Where the Companies Act return does not provide all the information sought in this return the additional information should be provided as appropriate. A separate Auditor's Report must always nevertheless be provided and signed on pages 20 and 21 of the return. The summary sheet on page 17 must also be completed.
3. The accounts must, in accordance with the Act, give a true and fair view of the matters to which they relate.
4. The accounts and AR21 of a trade union working through branches (i.e. not a federation of autonomous bodies) should include the transactions, assets and liabilities of **all the branches.**
5. Any negative values should be clearly indicated by placing the entry in brackets.
6. Where the space in any account of analysis is insufficient a separate sheet of paper should be attached to the appropriate page to provide the additional space.
7. The summary sheet on page 17 **must** be completed.
8. A copy of the rules in force at the end of the year to which this return relates must be submitted with this form even if the rules have not yet been altered since the previous rule book was submitted. This is a statutory requirement and the Certification Officer has no authority to waive this provision.
9. Please print this form single-sided only. Do not staple the pages.

### **GUIDANCE ON COMPLETION OF RETURN OF MEMBERS AND OFFICERS (PAGE 2)**

10. The figure required is for **all members** and includes classes of members who may not pay contributions but who are members under the rules.
11. Authorised address means the members home address or any other address, which the member has requested the trade union in writing to treat as his/her postal address.
12. The Act defines officer as including any member of the governing body of the union and any trustee of any fund applicable for the purposes of the union.



**THE FEDERATION OF  
PROFESSIONAL RAILWAY STAFF**

**FINANCIAL STATEMENTS**

**31 DECEMBER 2012**

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Revenue account	7
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**THE FEDERATION OF PROFESSIONAL RAILWAY STAFF**

**REPORT OF THE COMMITTEE OF MANAGEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2012**

The Committee submit their report and financial statements for the year ended 31 December 2012.

The following Committee members all held office during the period from 1 January 2012 to the date of this report:

Mr G Brown  
Mr L Fuller  
Mr S Craddock

**RESPONSIBILITIES OF THE COMMITTEE OF MANAGEMENT**

The Trade Union and Labour Relations (Consolidation) Act 1992 requires the Committee of Management to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the entity and of the surplus or deficit of the entity for that period. In preparing those financial statements the Committee of Management are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the entity will continue to operate.

The Committee of Management is also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the entity and to enable them to ensure that the financial statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992. They are also responsible for safeguarding the assets of the entity and, hence, for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Committee are aware:

- there is no relevant audit information of which the entity's auditor is unaware; and
- the Committee have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

**OBJECTIVES AND ACTIVITIES**

The entity receives voluntary subscriptions from members employed in the railway industry and administers trade union benefits to members.

**REVIEW OF BUSINESS**

For the year the General Reserve recorded a deficit of £2,226 and the net assets of the entity decreased from £130,881 to £128,655.

**THE FEDERATION OF PROFESSIONAL RAILWAY STAFF**

**REPORT OF THE COMMITTEE OF MANAGEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2012**

**OTHER INFORMATION**

At no time during the year did the entity give money for political or charitable purposes.

**By order of the Committee of Management**

.....*Shiradad*..... Treasurer

.....30/05/2013..... Date

**INDEPENDENT AUDITORS REPORT TO  
THE FEDERATION OF PROFESSIONAL RAILWAY STAFF**

We have audited the financial statements of The Federation of Professional Railway Staff for the year ended 31 December 2012 on pages 4 to 9. 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 Federation as a body. Our audit work has been undertaken so that we might state to the Federation 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 Federation as a body, for our audit work, for this report, or for the opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF THE COMMITTEE AND AUDITORS**

As described in the statement of the responsibilities of the Committee of Management on page 1, the Federation's Committee is 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.

We report to you our opinion as to whether the financial statements give a true and fair view of the state of the Federation's affairs. We also report to you if, in our opinion, the Report of the Committee of Management is not consistent with the financial statements, if the Federation has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

We read the Committee's report and consider the implications for our report if we become aware of any apparent mis-statements within it.

**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 misstatements, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Federation's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the committee and the overall presentation of the financial statements.

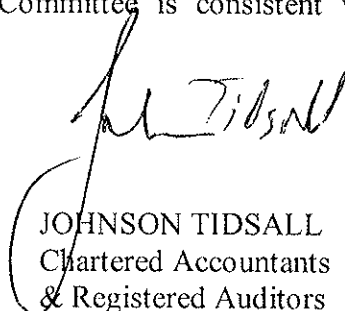
**INDEPENDENT AUDITORS REPORT TO**  
**THE FEDERATION OF PROFESSIONAL RAILWAY STAFF**

**OPINION**

In our opinion the financial statements:

- give a true and fair view of the state of the Federation's affairs as at 31 December 2012 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 and UK Generally Accepted Accounting Practice applicable to smaller entities;
- the information given in the Report of the Committee is consistent with the financial statements.

81 Burton Road  
Derby  
DE1 1TJ

  
JOHNSON TIDSALL  
Chartered Accountants  
& Registered Auditors

5/6/13  
.....

**ACCOUNTING POLICIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2012**

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same financial statements.

**BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**FIXED ASSETS**

All fixed assets are recorded at cost.

**DEPRECIATION**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life, as follows:

Office equipment        -        10% per annum reducing balance

**STOCKS**

Stocks are stated at the lower of cost and net realisable value.


**SUBSCRIPTIONS**

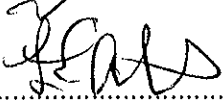
Subscriptions are stated at the amount receivable.

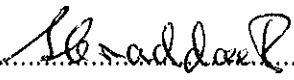
**BALANCE SHEET AT 31 DECEMBER 2012**

	<u>Notes</u>	<u>2012</u>	<u>2011</u>
<b>FIXED ASSETS:</b>			
Office equipment	1	40	44
<b>CURRENT ASSETS:</b>			
Stocks	2	57	56
Debtors	3	929	956
Cash at bank and in hand	4	<u>129,883</u>	<u>132,119</u>
		130,869	133,131
<b>CREDITORS:</b> amounts falling due within one year	5	<u>2,254</u>	<u>2,294</u>
<b>NET CURRENT ASSETS</b>		<u>128,615</u>	<u>130,837</u>
<b>NET ASSETS</b>		<u>£128,655</u>	<u>£130,881</u>
<b>REPRESENTED BY:</b>			
General reserve:			
Opening balance		130,881	133,097
Deficit for the year		<u>(2,226)</u>	<u>(2,216)</u>
<b>MEMBERS FUNDS</b>		<u>£128,655</u>	<u>£130,881</u>

The financial statements on pages 4 to 9 were approved by the committee on 31/05/2013 and signed on their behalf by:

..... Chairman

..... Secretary

..... Treasurer

The annexed notes form part of these financial statements

**REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2012**

	<u>Note</u>	<u>2012</u>	<u>2011</u>
<b>INCOME:</b>			
Subscriptions		4,121	4,114
Bank interest receivable		<u>118</u>	<u>137</u>
		4,239	4,251
<b>LESS EXPENDITURE:</b>			
Insurance		3,542	3,617
Diaries, badges and ties		375	301
Postage, stationery and telephone		214	196
Audit and accountancy		2,160	2,180
Council meeting and other expenses		116	110
Depreciation		4	5
Bank charges and interest		<u>30</u>	<u>30</u>
		<u>6,441</u>	<u>6,439</u>
<b>DEFICIT FOR THE YEAR BEFORE TAXATION 7</b>		(2,202)	(2,188)
Taxation	6	<u>24</u>	<u>28</u>
<b>DEFICIT FOR THE YEAR AFTER TAXATION</b>		<u><u>(£2,226)</u></u>	<u><u>(£2,216)</u></u>

The annexed notes form part of these financial statements.



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 2012**

<b>1. FIXED ASSETS</b>	<b>Office equipment</b>	<b>Total</b>
Cost:		
At 1 January 2012 and at 31 December 2012	729	729
	=====	=====
Depreciation:		
At 1 January 2012	685	685
Charge for the year	4	4
	-----	-----
At 31 December 2012	689	689
	=====	=====
Net book value:		
At 31 December 2012	£40	£40
	=====	=====
At 31 December 2011	£44	£44
	=====	=====
 <b>2. STOCKS</b>	 <b><u>2012</u></b>	 <b><u>2011</u></b>
Diaries, badges and ties	£57	£56
	=====	=====
 <b>3. DEBTORS</b>		
Prepayments and accrued income	£929	£956
	=====	=====
 <b>4. CASH AT BANK AND IN HAND</b>		
Bank deposit account	124,744	128,869
Bank current account	5,139	3,250
	-----	-----
	£129,883	£132,119
	=====	=====

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 2012**

5. CREDITORS: amounts falling due within one year	<u>2012</u>	<u>2011</u>
Accruals	2,230	2,266
Corporation tax	24	28
	<hr/>	<hr/>
	£2,254	£2,294
	<hr/> <hr/>	<hr/> <hr/>

6. TAXATION

Corporation tax on bank interest	<hr/> £24	<hr/> £28
	<hr/> <hr/>	<hr/> <hr/>

UK corporation tax has been charged at 20% (2011: 20%)

7. DEFICIT FOR THE YEAR

The deficit for the year is stated after charging:

Depreciation	4	5
Audit fee	1,500	1,500
	<hr/>	<hr/>
	£1,504	£1,504
	<hr/> <hr/>	<hr/> <hr/>

8. TRANSACTIONS WITH COMMITTEE MEMBERS

No remuneration was paid to any member of the Committee in the year ended 31 December 2012 nor 31 December 2011.

Expenses amounting to £231 (2011: £306) were reimbursed to 2 (2011: 2) members of the Committee.

9. RELATED PARTIES

No transactions with related parties were undertaken such as are required to be disclosed under the Financial Reporting Standard for Smaller Entities (effective April 2008).

10. CONTROLLING PARTY

The Federation of Professional Railway Staff is managed by the Committee on behalf of the members. No individual member has a controlling interest.