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FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

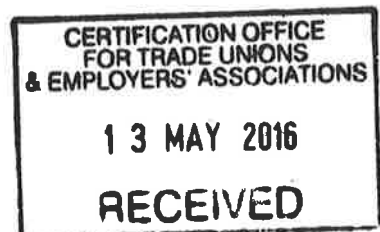
Name of Employers' Association:	MASTER CARVERS' ASSOCIATION
Year ended:	31 DECEMBER 2015
List No:	CO / 1243E
Head or Main Office:	UNIT 2 15B VANDYKE ROAD LEIGHTON BUZZARD BEDFORDSHIRE LU7 3HG
Website address (if available)	www.mastercarvers.co.uk
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Tick as appropriate)
General Secretary:	Paul Ferguson
Contact name for queries regarding the completion of this return:	Christopher Cooley - Auditor
Telephone Number:	01689 835435
e-mail:	cooleyandco@btconnect.com

PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.
Any difficulties or problems in the completion of this return should be directed to the Certification 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



MASTER CARVERS' ASSOCIATION

LIST OF OFFICERS

AT 31ST DECEMBER 2015

President	Hugh Wedderburn
Vice President	Tim Crawley
Hon Secretary	Paul Ferguson
Treasurer	Ray Dudman

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
41				41

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

REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	INCOME		
4,838	From Members Subscriptions, levies, etc		4,760
3	Investment income Interest and dividends (gross) Bank interest (gross) Other (specify)		3
----- 4,841	Other income Rents received Insurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (specify)		4,763
----- 4,841	TOTAL INCOME		4,763
	EXPENDITURE		
	Administrative expenses		
	Remuneration and expenses of staff		
	Occupancy costs		
	Printing, Stationery, Post		
	Telephones		
600	Legal and Professional fees		600
	Miscellaneous (specify)		
500	Secretary's honorarium		500
40	Subscriptions		20
----- 1,140	Other charges Bank charges Depreciation Sums written off Affiliation fees		1,120
50	Donations		100
868	Conference and meeting fees		588
	Expenses		
	Miscellaneous (specify)		
300	Prize		300
387	Exhibitions and visits		764
714	Advertising and marketing		800
150	Internet and website fees		150
	Taxation		
3,609	TOTAL EXPENDITURE		3,822
1,232	Surplus/Deficit for year		941
10,658	Amount of fund at beginning of year		11,890
11,890	Amount of fund at end of year		12,831

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 DECEMBER 2015

(see notes 19 and 20)

Previous Year		£	£
27	Fixed Assets (as at page 11)		27
	Investments (as per analysis on page 13)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		
	Other Assets		
200	Sundry debtors		
12,263	Cash at bank and in hand		13,404
	Stocks of goods		
	Others (specify)		

12,463	Total of other		13,404
-----	assets		
12,490		TOTAL ASSETS	13,431
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Revaluation Reserve	
	Liabilities		
	Loans		
	Bank overdraft		
	Tax payable		
	Sundry creditors		
600	Accrued expenses		600
	Provisions		
	Other liabilities		
600		TOTAL LIABILITIES	600
11,890		TOTAL ASSETS	12,831

FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION				
At start of period				
President's Jewel		27		27
Additions during period		Nil		Nil
Less: Disposals during period		Nil		Nil
Less: DEPRECIATION:				
Total to end of period		Nil		Nil
BOOK AMOUNT at end of period		27		27
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
AS BALANCE SHEET		27		27

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?		<input type="checkbox"/>	<input type="checkbox"/> 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		<input type="checkbox"/> YES	<input type="checkbox"/> 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?		<input type="checkbox"/> YES	<input type="checkbox"/> 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			4,760
From Investments			
Other Income (including increases by revaluation of assets)			3
Total Income			4,763
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure			3,822
Funds at beginning of year (including reserves)			
			11,890
Funds at end of year (including reserves)			
			12,831
ASSETS			
	Fixed Assets		27
	Investment Assets		
	Other Assets		13,404
		Total Assets	13,431
LIABILITIES			
		Total Liabilities	600
NET ASSETS (Total Assets less Total Liabilities)			
			12,831

NOTES TO THE ACCOUNTS

(see note 36)

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

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Turnover

Turnover represents the total amount of subscriptions and other income from members receivable in the year.

2. OPERATING SURPLUS

Operating surplus is stated after charging:

	2015	2014
	£	£
Auditor's fees	600	600

3. PARTICULARS OF EMPLOYEES

Paul Ferguson, who is secretary, has received honorarium fees of £500 (2014-£500)

4. TANGIBLE ASSETS

	Fixed asset 7
	£
COST	
At 1 January 2015 and 31 December 2015	27
DEPRECIATION	
At 1 January 2015 and 31 December 2015	—
NET BOOK VALUE	
At 31 December 2015	27
At 31 December 2014	27

5. DEBTORS

	2015	2014
	£	£
Other debtors	—	200

6. CREDITORS: Amounts falling due within one year

	2015	2014
	£	£
Accruals and deferred income	600	600


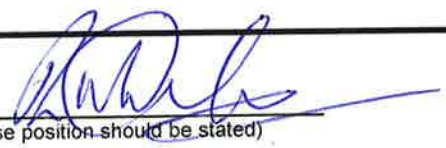
ACCOUNTING POLICIES

(see notes 37 and 38)

SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: 	Chairman's Signature:  (or other official whose position should be stated)
Name: _____ Paul Ferguson _____	Name: _____ Ray Dudman (Treasurer) _____
Date: <u>27/4/16</u>	Date: <u>2/5/16</u>

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

(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)

Provided separately.

AUDITOR'S REPORT (continued)

Signature(s) of auditor or auditors:		
Name(s):	Christopher M. Cooley	
Profession(s) or Calling(s):	Registered Auditor	
Address(es):	Sampuran House 3a Chislehurst Road Orpington Kent, BR6 0DF	
Date:	11 May 2016	
Contact name and telephone number:	C. Cooley 01689 835435	

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

**THE MASTER CARVERS' ASSOCIATION
FINANCIAL STATEMENTS
31 DECEMBER 2015**

THE MASTER CARVERS' ASSOCIATION

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2015

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THE MASTER CARVERS' ASSOCIATION
THE REPORT OF THE MANAGEMENT COMMITTEE
YEAR ENDED 31 DECEMBER 2015

The Management Committee has pleasure in presenting its report and the financial statements of the association for the year ended 31 December 2015.

PRINCIPAL ACTIVITIES

The principal activities of the Association are to uphold the quality of training of architectural carvers, and provide a mechanism within which their skills are recognised and for which rates of pay and working conditions could be negotiated with the Trade Unions. The company recorded an excess of income £941 over expenditure for the financial year. The members consider that prospects for the next financial year continue to be good.

The list of the officers as follows:

President - Hugh Wedderburn
Hon Secretary - Paul Ferguson
Vice President - Tim Crawley
Treasurer - Ray Dudman

STATEMENT OF RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE

The Management Committee is responsible for preparing the Report of the Management Committee and the financial statements in accordance with applicable law and regulations.

The Trade Union and Labour Relations (Consolidation) Act 1992 requires the Management Committee to prepare financial statements for each financial year. Under that law the Management Committee has elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The officers 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 association and of the surplus or deficit for that year.

In preparing these financial statements, the Management Committee is required to:

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

THE MASTER CARVERS' ASSOCIATION
THE REPORT OF THE MANAGEMENT COMMITTEE *(continued)*
YEAR ENDED 31 DECEMBER 2015

The Management Committee is responsible for keeping adequate accounting records that are sufficient to show and explain the association's transactions and disclose with reasonable accuracy at any time the financial position of the association and enable them to ensure that the financial statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992. It is also responsible for safeguarding the assets of the association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Registered office:
Unit 2, 15b Vandyke Road
Leighton Buzzard
Bedfordshire
LU7 3HG

Signed on behalf of the officers



P.FERGUSON
Hon. Secretary

Approved by the Management Committee on 26 April 2016

THE MASTER CARVERS' ASSOCIATION
INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
MASTER CARVERS' ASSOCIATION
YEAR ENDED 31 DECEMBER 2015

We have audited the financial statements of The Master Carvers' Association for the year ended 31 December 2015 on pages 5 to 8. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the association's members, as a body, in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the club'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 club and the club's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF MANAGEMENT COMMITTEE AND AUDITOR

As explained more fully in the Officers' Responsibilities Statement set out on page 1, the Management 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 (APB's) Ethical Standards for Auditors, including "APB Ethical Standard - Provisions Available for Small Entities (Revised)".

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 association's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Management Committee; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

THE MASTER CARVERS' ASSOCIATION
INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE
MASTER CARVERS' ASSOCIATION *(continued)*
YEAR ENDED 31 DECEMBER 2015

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the association's affairs as at 31 December 2015 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.



COOLEY & CO
Chartered Accountants
& Registered Auditor

Sampuran House
3a Chislehurst Road
Orpington
Kent
BR6 0DF

27 April 2016

THE MASTER CARVERS' ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 DECEMBER 2015

	2015	2014
	£	£
REVENUE	4,763	4,841
Administrative expenses	3,822	3,609
	<hr/>	<hr/>
SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION	941	1,232
	<hr/>	<hr/>
SURPLUS FOR THE FINANCIAL YEAR	941	1,232
Balance brought forward	11,890	10,658
Balance carried forward	<u>12,831</u>	<u>11,890</u>

THE MASTER CARVERS' ASSOCIATION

BALANCE SHEET

31 DECEMBER 2015

	Note	2015 £	£	2014 £
FIXED ASSETS				
Tangible assets	4	27	27	—
CURRENT ASSETS				
Debtors	5	—	200	12,263
Cash at bank		13,404	12,463	—
		13,404	12,463	—
CREDITORS: Amounts falling due within one year				
	6	600	600	—
		12,804	11,863	—
NET CURRENT ASSETS			12,831	11,890
TOTAL ASSETS LESS CURRENT LIABILITIES			12,831	11,890
CAPITAL AND RESERVES				
Share capital	8	—	—	—
Income and expenditure account		12,831	11,890	—
MEMBERS' FUNDS			12,831	11,890

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These financial statements were approved by the Management Committee and authorised for issue on the 26 April 2016 and are signed on their behalf by:

R.DUDMAN
Treasurer



Association Registration Number: 011189

THE MASTER CARVERS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2015

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Turnover

Turnover represents the total amount of subscriptions and other income from members receivable in the year.

2. OPERATING SURPLUS

Operating surplus is stated after charging:

	2015	2014
	£	£
Auditor's fees	<u>600</u>	<u>600</u>

3. PARTICULARS OF EMPLOYEES

Paul Ferguson, who is secretary, has received honorarium fees of £500 (2014-£500)

4. TANGIBLE ASSETS

	Fixed asset
	£
COST	
At 1 January 2015 and 31 December 2015	<u>27</u>
DEPRECIATION	
At 1 January 2015 and 31 December 2015	<u>—</u>
NET BOOK VALUE	
At 31 December 2015	<u>27</u>
At 31 December 2014	<u>27</u>

THE MASTER CARVERS' ASSOCIATION
DETAILED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 DECEMBER 2015

	2015		2014
	£	£	£
REVENUE		4,763	4,841
 OVERHEADS			
Subscriptions	20		40
Donations	100		50
Prize	300		300
Exhibitions and visits	764		387
Internet registration fees	150		150
Secretary's honorarium	500		500
Advertising	800		714
AGM expenditure	588		868
Audit and accountancy	600		600
		<u>3,822</u>	<u>3,609</u>
 SURPLUS ON ORDINARY ACTIVITIES		<u><u>941</u></u>	<u><u>1,232</u></u>