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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

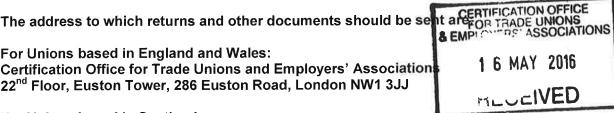
ANNUAL RETURN FOR A TRADE UNION

| Name of Trade Union: | POA |
|--|---|
| Year ended: | 31 December 2015 |
| List no: | 264T |
| Head or Main Office: | Cronin House 245 Church Street Edmonton London N9 9HW |
| Website address (if available) | www.poauk.org.uk |
| Has the address changed during the year to which the return relates? | Yes No (Click the appropriate box) |
| General Secretary: | Stephen Gillan |
| Telephone Number: | 0208 803 0255 |
| Contact name for queries regarding | Peter Barton |
| Telephone Number: | 01689 827505 |
| E-mail: | peter.barton@wilkinskennedy.com |
| | |
| The sald of the substance and other | de currente a hauld ha calt a CERTIFICATION OFFICE |

For Unions based in England and Wales: Certification Office for Trade Unions and Employers' Association 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)



Competitive savings and loan facilities for POA members For further info and to join click here

News & events | Legal | Member benefits | POA Learning | Join | Resources | Contact | Campaigns | Shop | Members Area

About

History

NEC Structure & Management

POA Structure

Who the POA represents

NEC Structure

Rules & Constitution

The Role of a Prison Officer

Umon Learning Fund

Area & Establishment maps

Vision and Goals

NEC Structure

REGION ONE WALES & WEST

JOHN HANCOCK - NEC

CARDIFF

CHANNINGS WOOD

DARTMOOR

DORCHESTER

EASTWOOD PARK

ERLESTOKE **EXETER**

GUYS MARSH

LEYHILL

PORTLAND

PRESCOED

SWANSEA USK

VERNE (THE)

HIGH SECURITY

LONG LARTIN

Secretarial Support Debbie - Cronin

REGION TWO WEST MIDLANDS & **NORTH WEST** CHRIS DONOVAN - NEC

BUCKLEY HALL BRINSFORD

DRAKE HALL

FEATHERSTONE GARTH

HAVERIGG

HEWELL CLOSED

HEWELL OPEN

HINDLEY

KENNET

KIRKHAM

LANCASTER FARMS

LIVERPOOL

NEWBOLD REVEL

PRESTON RISLEY

STAFFORD

STOKE HEATH

STYAL SWINFEN HALL

THORN CROSS

WERRINGTON

WYMOTT

HIGH SECURITY

MANCHESTER

Secretarial support Ellen - Linden

REGION THREE NORTH EAST & YORKS TERRY FULLTERTON - NEC

ASKHAM GRANGE

DEERBOLT DURHAM

EVERTHORPE HATFIELD

HOLME HOUSE

HULL KIRKLEVINGTON

LEEDS

LINDHOLME

LOW NEWTON

MOORLAND

NEW HALL

NORTHALLERTON NORTHUMBERLAND

WEALSTUN

WETHERBY

WOLDS (THE)

HIGH SECURITY

FRANKLAND FULL SUTTON

WAKEFIELD

Secretarial support Ellen - Linden

REGION FOUR LONDON & KENT A N OTHER - NEC

BLANTYRE HOUSE

BRIXTON

COOKHAM WOOD

DOVER ELMLEY

EAST SUTTON PARK FELTHAM

HOLLOWAY

ISIS

MAIDSTONE

PENTONVILLE

ROCHESTER

STANDFORD HILL

SWALESIDE WANDSWORTH

WORMWOOD SCRUBS HIGH SECURITY

BELMARSH

Secretarial support Paula - Cronin

REGION FIVE

E. MIDLANDS & EASTERN IAN CARSON - NEC

BEDFORD

BLUNDESTON

BURE

CHELMSFORD FOSTON HALL

GARTREE

GLEN PARVA

HIGHPOINT NORTH

HIGHPOINT SOUTH HOLLESLEY BAY

LEICESTER

LITTLEHEY

LINCOLN

MORTON HALL MOUNT (THE)

NORTH SEA CAMP

NORWICH NOTTINGHAM

ONLEY

RANBY

STOCKEN

SUDBURY

WARREN HILL WHATTON WAYLAND

HIGH SECURITY

WHITEMOOR

REGION SIX SOUTH CENTRAL JACKIE MARSHALL - NEC

ALBANY

AYLESBURY

BULLINGDON COLDINGLEY

DOWNVIEW

FORD GRENDON/SPRINGHILL

HASLAR

HIGHDOWN HUNTERCOMBE

LEWES

PARKHURST READING WINCHESTER

SEND

HIGH SECURITY

Secretarial support Carol - Crown

Secretarial Support Ellen - Linden

SPECIAL HOSPITALS RALPH VALERIO

ASHWORTH BROADMOOR HUMBER CENTRE RAMPTON

SPECIAL HOSPITALS ANDY HOGG

CARSTAIRS

Secretarial support Helen - Linden

PRIVATE PRISONS AND NON NOMS
LONDON & KENT
STEVE GILLAN
ANDY DARKEN
ANDY HOGG
DUNCAN KEYS
JOE SIMPSON
GLYN TRAVIS

ALTCOURSE
ASHFIELD
BIRMINGHAM
BROOK HOUSE
BRONZEFIELD
DOVEGATE
HARMONDSWORTH
LOWDHAM GRANGE
MEDWAY
OAKWOOD
PARC
PETERBOROUGH
POA ICE
RYEHILL

ISLE OF MAN

Secretarial Support - Sarah - Linden

General Information:

The POA is the largest union in the United Kingdom representing Uniformed Prison Grades and staff working within the field of Secure Forensic Psychiatric Care, with over 35 thousand members in the public and private sectors.

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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 | 20,619 | 862 | | | 21,481 |
| FEMALE | 8,262 | 360 | | | 8,622 |
| TOTAL | 28,881 | 1,222 | | | A 30,103 |

| Number of members included in totals box 'A' above for whom no home or authorised address is held: | 23 |
|--|--------|
| Number of members at end of year contributing to the General Fund | 30,103 |

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.

| | Officer Appointed | P |
|-----------|-------------------|-------------|
| | M Fairhurst | 15 May 2015 |
| J Hancock | | 14 May 2015 |
| | | |
| | | |
| | | |
| | | |
| | Hancock | |

| e whether the union is | * | | | | | | |
|-------------------------|--|-----|---|--|--|--|--|
| A branch of another tra | ade union? | Yes | | No 🔀 | | ā | |
| If yes, state the name | of that other union | | | | | | |
| A federation of trade u | nions? | Yes | | No 🔀 | | | |
| | er of affiliated | | | | | | |
| and names; | | | | | | * | |
| | A branch of another trade under the first of | | A branch of another trade union? If yes, state the name of that other union: A federation of trade unions? Yes If yes, state the number of affiliated | A branch of another trade union? If yes, state the name of that other union: A federation of trade unions? If yes, state the number of affiliated | A branch of another trade union? If yes, state the name of that other union: A federation of trade unions? If yes, state the number of affiliated | A branch of another trade union? If yes, state the name of that other union: A federation of trade unions? If yes, state the number of affiliated | A branch of another trade union? If yes, state the name of that other union: A federation of trade unions? If yes, state the number of affiliated |

GENERAL FUND (see notes 13 to 18)

| | £ | £ |
|---|----------------------|-----------|
| INCOME | | 4,261,389 |
| From Members: Contributions and Subscriptions From Members: Other income from members (specify) | | , |
| Trom Members. Other meome nom members (specify) | | |
| | | |
| | | |
| Total other income from members | | 4,261,389 |
| Total of all income from members | | |
| Investment income (as at page 12) | | |
| Other Income | | |
| Income from Federations and other bodies (as at page 4) | | |
| Income from any other sources (as at page 4) | 24,851 | |
| | | |
| Total of other income (as at page 4) | | 24,851 |
| | TOTAL INCOME | 4,286,240 |
| XPENDITURE | | |
| Benefits to members (as at page 5) | | 935,915 |
| Administrative expenses (as at page 10) | | 3,168,785 |
| Federation and other bodies (specify) | | |
| Eurofedop | 8,927 | |
| TUC | 82,340 | |
| Other | 18,924 | |
| Total expenditure Federation and other bodies | | 110,191 |
| Taxation | | 34 |
| TOTA | AL EXPENDITURE $ig[$ | 4,214,891 |
| Surplus (deficit) for year | | 71,349 |
| Amount of general fund at beginning of year | | 2,910,694 |
| Amount of general fund at end of year | [| 2,982,043 |

ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

| DESCRIPTION | £ | £ |
|--|---------------------------------------|----------|
| Federation and other bodies | | |
| | | .a |
| | | |
| | | , |
| | | |
| | | × |
| | | |
| TOTAL FEDERATION AND | OTHER BODIES | |
| | • • • • • • • • • • • • • • • • • • • | |
| Other income | | 8 |
| Contribution from Political Fund | 1,059 | |
| Endorsement Commissions Sale of Magazine | 7,748 1,104 | |
| Advertising | 14,940 | |
| | | į g |
| | | |
| | | |
| TOTAL | OTHER INCOME | 24,851 |
| | | <u> </u> |
| TOTAL OF ALL | OTHER INCOME | 24,851 |

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

| | £ | | £ |
|--|---------|--|---------|
| Representation | | brought forward | 833,485 |
| Employment Related Issues | 719,070 | | |
| | | Education and Training services | 102,430 |
| | | ~ | |
| | | | |
| | | | |
| Representation – | | | |
| Non Employment Related Issues | | | |
| | | | |
| | | Negotiated Discount Services | |
| | | | |
| | | | |
| Communications | | | |
| Magazine | 71,397 | | |
| Diary | 43,018 | 74 | |
| | | Salary Costs | |
| | | | |
| Advisory Services | | | |
| | | | |
| | | | |
| | | Other Benefits and Grants (specify) | |
| | | ` ' | |
| Dispute Benefits | | | |
| - 1- p 11-11-11-11-11-11-11-11-11-11-11-11-11- | | | |
| | | | |
| | | | |
| | | * | |
| | | | |
| Other Cash Payments | | | |
| Other Cash Payments | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| carried forward | 833,485 | Total (should agree with figure in General Fund) | 935,915 |
| | | Ochera i uliu) | |

(See notes 24 and 25)

| FUND 2 | FUND 2 Fund Account | | | |
|--------|---|--------------------|----------|--|
| Name: | PROVIDENT FUND | £ | £ | |
| Income | | | | |
| | From members | | | |
| | Investment income (as at page 12) | | | |
| | Other income (specify) | | | |
| | Contribution from General Fund | 189,869 | | |
| | Total other inco | me as an aified | 400.000 | |
| | Total other inco | | 189,869 | |
| | | Total Income | 189,869 | |
| | Benefits to members | J. | | |
| | - Industrial Injury | | 31,408 | |
| | - Death Benefits | | 134,450 | |
| | Administrative expenses and other expenditure (as at page 10) | | | |
| | То | tal Expenditure | 165,858 | |
| | | | | |
| | | icit) for the year | 24,011 | |
| | Amount of fund at be | | (23,218) | |
| | Amount of fund at the end of year (as | Balance Sheet) [| 793 | |
| | Number of members contributing | g at end of year [| 30,103 | |

| FUND 3 | | | Fund Account |
|-------------|---|-------------------|------------------|
| Name: | RELIEF FUND | £ | £ |
| Income | | | |
| | From members | | 93,421 |
| | Investment income (as at page 12) | | |
| | Other income (specify) | | |
| | | | |
| | | 8 | |
| | Total other inco | me as specified | - |
| | | Total Income | 93,421 |
| F | | | |
| Expenditure | Benefits to members | 1 | - |
| | Administrative expenses and other expenditure (as at page | | 1 |
| | 10) | | |
| | То | tal Expenditure | (4) |
| | 0 I (D.C) | | 00.404 |
| | • • | cit) for the year | 93,421 50,510 |
| | Amount of fund at be Amount of fund at the end of year (as | | 143,931 |
| | Amount of fund at the end of year (as | Dalance Oncety | 130,001 |
| | Number of members contributing | g at end of year | 30,103 |

| FUND 4 | | | Fund Account |
|-------------|---|-------------------|--------------|
| Name: | NATIONAL LEVY FUND | £ | £ |
| Income | | | |
| | From members | | |
| | Investment income (as at page 12) | 35 | 1,574 |
| | Other income (specify) | | |
| | | | |
| | Total other incor | ne as specified | |
| | | Total Income | 1,574 |
| Expenditure | | | |
| | Benefits to members | | 1,521 |
| | Administrative expenses and other expenditure (as at page 10) | | |
| | 3 | tal Expenditure | 1,521 |
| | Surplus (Defi | cit) for the year | 53 |
| | Amount of fund at be | ginning of year | 214,622 |
| | Amount of fund at the end of year (as | Balance Sheet) | 214,675 |
| | Number of members contributing | g at end of year | |

| FUND 5 | | | Fund Account |
|-------------|---|-------------------|--------------|
| Name: | | £ | £ |
| Income | | | |
| | From members | | |
| | Investment income (as at page 12) | | |
| | Other income (specify) | | |
| | | e | |
| | Total other inco | me as specified | |
| | | Total Income | |
| Expenditure | | | |
| | Benefits to members | | |
| | Administrative expenses and other expenditure (as at page 10) | 3 | |
| | | tal Expenditure | |
| | Surplus (Defi | cit) for the year | |
| | Amount of fund at be | ginning of year | |
| | Amount of fund at the end of year (as | Balance Sheet) | |
| | Number of members contributing | g at end of year | |

| FUND 6 | | | Fund Account |
|-------------|---|-------------------|--------------|
| Name: | | £ | £ |
| Income | | | |
| | From members | 35 | |
| | Investment income (as at page 12) | | |
| | Other income (specify) | | |
| | | | |
| | | | |
| | | | |
| | Total other incom | me as specified | |
| | | Total Income | |
| | | , | |
| Expenditure | | | |
| | Benefits to members | | |
| | Administrative expenses and other expenditure (as at page 10) | | |
| | · | tal Expenditure | |
| | | 561 | |
| | Surplus (Defi | cit) for the year | |
| | Amount of fund at be | | |
| | Amount of fund at the end of year (as | Balance Sheet) | |
| | | | |
| | Number of members contributing | g at end of year | |

| FUND 7 | | 90 | Fund Account |
|-------------|---|---------------------|--------------|
| Name: | | £ | £ |
| Income | | | |
| | From members | | |
| | Investment income (as at page 12) | | |
| | Other income (specify) | | |
| | | 1940 | |
| | | | |
| | | | |
| | Total other inco | me as specified | - |
| | | Total Income | |
| | | , | - |
| Expenditure | | | |
| | Benefits to members | 31 | |
| | Administrative expenses and other expenditure (as at page 10) | | |
| | | tal Expenditure | |
| | | | |
| | Surplus (Def | icit) for the year | |
| | Amount of fund at be | ginning of year | |
| | Amount of fund at the end of year (as | Balance Sheet) | |
| | Number of members contributin | g at end of year | |
| | Number of members contributing | g at end or year | |

(see notes 26 to 31)

| POLITICAL F | UND ACCOUNT 1 To be completed by trade unions wh | nich maintain their own | fund |
|---------------|---|-------------------------|--------|
| | | t | t |
| Income | Members contributions and levies | | 34,711 |
| | Investment income (as at page 12) Other income (specify) | | |
| | Total other i | ncome as specified | |
| | Total otile; i | | 04.744 |
| F P4 | | Total income | 34,711 |
| Expenditure | Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify) | Ea | |
| | Administration expenses in connection with political objects (specify) | | 13,300 |
| | Non-political expenditure | 5. | 1,059 |
| | | Total expenditure | 14,359 |
| | Surp | lus (deficit) for year | 20,352 |
| | Amount of political fund a | at beginning of year | 15,147 |
| | Amount of political fund at the end of year | (as Balance Sheet) | 35,499 |
| | Number of members at end of year contributing | to the political fund | 26,250 |
| | Number of members at end of the year not contributing | to the political fund | 3,853 |
| Number of mer | mbers at end of year who have completed an exemption notice and do not therefore | | 3,853 |

| | | t | £ |
|--------------|---|--|---|
| 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 in | ncome 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 | | |
| | <u></u> | Total expenditure | |
| | Surpl | us (deficit) for year | |
| | Amount held on behalf of trade union political fund a | t beginning of year | |
| | Amount remitted to co | entral political fund | |
| | Amount held on behalf of central political | The state of the s | |
| | Number of members at end of year contributing | to the political fund | |
| | Number of members at end of the year not contributing | | |
| Number of me | embers at end of year who have completed an exemption notice and do not therefore | | |

ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS

(see notes 32 and 33)

| (see notes 32 and 33) | £ |
|---|-----------|
| Administrative | |
| Expenses | 1,412,422 |
| Remuneration and expenses of staff | |
| Salaries and Wages included in above £1,238,921 | |
| Auditors' fees | 11,750 |
| Legal and Professional fees | 381,935 |
| Occupancy costs | 108,199 |
| Stationery, printing, postage, telephone, etc. | 277,517 |
| Expenses of Executive Committee (Head Office) | 240,980 |
| Expenses of conferences | 244,052 |
| Other administrative expenses (specify) | |
| Donations | 11,273 |
| Branch Refunds | 61,356 |
| Insurance | 50,749 |
| Memorabilia | 5,182 |
| Travel and Meeting Expenses | 161,455 |
| Other Outgoings | |
| Interest payable: | |
| Bank loans (including overdrafts) | |
| Mortgages | |
| Other loans | |
| Depreciation | 12,046 |
| Taxation | |
| | |
| Outgoings on land and buildings (specify) | |
| | |
| Other outgoings (specify) | |
| Contributions to Provident Benefit Fund | 189,869 |
| Total | 3,168,785 |
| Charged to: General Fund (Page 3) | 3,168,785 |
| Fund (Account) | |
| Fund (Account) | |
| Total | 3,168,785 |

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

| Office held | Gross Salary | Employers | | Benefits | | Total |
|--------------------------|--------------|-----------|-------------------------|----------------|------------|---------|
| | | | | | | |
| | | | Pension Contribution | Other Benefits | ifits | |
| | ત્મ | ን | े स | Description | Value £ | cı |
| General Secretary | 78,065 | 9,659 | 22,056 | Car and Fuel | 6,587 | 116,367 |
| Deputy General Secretary | 71,437 | 8,744 | 20,063 | Car and Fuel | 6,587 | 106,831 |
| Chairman | 10,000 | 266 | | | | 10,266 |
| Vice Chairperson | 10,000 | 266 | | | | 10,266 |
| Other NEC (8) | 78,363 | 2,253 | | Car | 6,664 | 87,280 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | 7 | | |
| | | | | | | |
| 35 35 | 100 | | e. | Ø | 200 | |
| | | | | | | |

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 | | | ¥7 |
| Local Authority Bonds | | | |
| Bank and Building Societies | | | 1,574 |
| | | | |
| | | | |
| Other investment income (specify) | | | e : |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | Total in | vestment income | 1,574 |
| | | | |
| Credited to: | | | |
| | | ral Fund (Page 3) | 4 |
| | | Fund (Account 4) | 1,574 |
| | | und (Account) | |
| | | und (Account) | |
| | | fund (Account) | |
| | F | und (Account) | , |
| | | Political Fund | |
| | | | |
| | Total In | vestment Income | 1,574 |

BALANCE SHEET as at

31 December 2015

(see notes 47 to 50)

| Previous Year | | £ | £ |
|---------------|---|---------------|-----------|
| 1,657,706 | Fixed Assets (at page 14) | | 1,508,265 |
| | Investments (as per analysis on page 15) | U#20 | |
| | Quoted (Market value £) | | |
| | Unquoted Total Investments | | T |
| | Other Assets | | |
| | Loans to other trade unions | | |
| 1,953,201 | Sundry debtors | | 1,763,087 |
| 1,578,925 | Cash at bank and in hand | (5) | 1,783,293 |
| | Income tax to be recovered | | |
| | Stocks of goods | | |
| | Others (specify) | | |
| | Total of other assets | 0.5 | 3,546,380 |
| | TO | TAL ASSETS | 5,054,645 |
| 2,910,694 | Fund (Account 1) | | 2,982,043 |
| (23,218) | Fund (Account 2) | | 793 |
| 50,510 | Fund (Account 3) | | 143,931 |
| 214,622 | Fund (Account 4) | | 214,675 |
| 15,147 | Political Fund (Account 1) | | 35,499 |
| 1,204,556 | Revaluation Reserve | | 1,067,161 |
| | LIABILITIES | | |
| | Amount held on behalf of central trade union political fund | | |
| | Loans: From other trade unions | | |
| | Loans: Other | ,,, | |
| | Bank overdraft | | |
| | Tax payable | | |
| 817,521 | Sundry creditors | | 610,543 |
| | Accrued expenses | | , |
| | Provisions | 07 | |
| | Other liabilities | | |
| | | L LIABILITIES | 610,543 |
| | | TAL ASSETS | 5,054,645 |
| | 101 | AL AUUL IU | 5,054,045 |

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

| | Land and Freehold Leasehold | _ | Furniture and Equipment £ | Motor Vehicles £ | Not used for union business | Total £ |
|---|-----------------------------------|----------|------------------------------------|------------------------|-----------------------------|------------|
| Cost or Valuation | | | 4 | | | |
| At start of year | 1,479,484 | 300,000 | 495,817 | | 1 | 2,275,302 |
| Additions | | , . | , | | | |
| Disposals | | | | | | |
| Revaluation/Transfers | (250,000) | (25,000) | | | 29 | (275,000) |
| At end of year | 1,229,484 | 275,000 | 495,817 | | 1 | 2,000,302 |
| | | | | | | |
| Accumulated Depreciation | | | | | | |
| At start of year | 113,833 | 24,000 | 479,763 | | | 617,596 |
| Charges for year | 4,173 | 917 | 6,956 | | | 12,046 |
| Disposals | | | | | | |
| Revaluation/Transfers | (113,605) | (24,000) | | | | (137,605) |
| At end of year | 4,401 | 917 | 486,719 | | | 492,037 |
| | | | | | | |
| | | | | | a. | |
| Net book value at end of year | 1,225,083 | 274,083 | 9,098 | | 1 | 1,508,265 |
| | | | | | | |
| | | | | V= | 10 | |
| Net book value at end of previous year | 1,365,651 | 276,000 | 16,054 | | ₃ 1 | 1,657,706 |

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

| QUOTED | | All Funds Except Political Funds £ | Political Fund £ |
|----------|--|--|---------------------|
| | Equities (e.g. Shares) | | |
| | Government Securities (Gilts) | 59-2 | |
| | Other quoted securities (to be specified) | | |
| | TOTAL OLIOTED (as Delayer Object) | = E // | |
| | TOTAL QUOTED (as Balance Sheet) Market Value of Quoted Investment | <u>.</u> | |
| | | | |
| | | | |
| | | g. | |
| UNQUOTED | Equities | | |
| | Government Securities (Gilts) | TX | |
| | Mortgages | | |
| | Bank and Building Societies | æ | |
| | Other unquoted investments (to be specified) | | |
| | TOTAL UNQUOTED (as Balance Sheet) | 4 | |
| | Market Value of Unquoted Investments | | |

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS) (see notes 58 and 59)

| Does the union, or any constituent part of the union, have a controlling interest in any limited company? If YES name the relevant companies: | | YES | NO |
|--|---------------|-------------------------------------|----------|
| COMPANY NAME | | STRATION NUMB and & Wales, state | |
| | | | |
| | | | |
| | | 1.5 | s |
| | 5 | 1 | |
| | | | |
| | | | <u> </u> |
| Are the shares which are controlled by the union registered in the names of the union's trustees? | | YES | NO |
| If NO, state the names of the persons in whom the shares controlled by the union are registered. | , | | , |
| COMPANY NAME | NAMES OF SHAP | REHOLDERS | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

SUMMARY SHEET

(see notes 60 to 71)

| | All funds except Political Funds £ | Political Funds £ | Total Funds £ |
|---|--|--------------------------------|---------------------|
| INCOME | 4,569,530 | 34,711 | 4,604,241 |
| From Members | 1,574 | | 1,574 |
| From Investments | | | |
| Other Income (including increases by revaluation of assets) | | | |
| Total Income | 4,571,104 | 34,711 | 4,605,815 |
| EXPENDITURE (including decreases by revaluation of | 137,395 | | 137,395 |
| Total Expenditure | 4,519,665 | 14,359 | 4,534,024 |
| Funds at beginning of year (including reserves) Funds at end of year (including reserves) | 4,357,164 4,408,603 | 15,147 35,499 | 4,444,102 |
| | | | |
| ASSETS | | _ | |
| ASSETS | Fixed Assets | | 1,508,265 |
| ASSETS | Fixed Assets Investment Assets | | - 1,508,265 |
| ASSETS | | | 3,546,380 |
| ASSETS | Investment Assets | Total Assets | |
| LIABILITIES | Investment Assets | Total Assets Total Liabilities | 3,546,380 |

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 Attached Accounts | |
|-----------------------|-----|
| | (4) |
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ACCOUNTING POLICIES

(see notes 74 and 75)

| See Attached Accounts | | | | | | |
|--|---|--------------|--|-----------|--|--|
| | | | | 2 | | |
| SIGNATURES TO THE ANNUAL RETURN (see notes 76 and 77) | | | | | | |
| including the accounts and balance sheet contained in the return. | | | | | | |
| Secretary's Signature: (or other official whose position should be stated) Name: S Gillan Date: 10 May 206 | | | | | | |
| CHECK LIST (see notes 78 to 80) (please tick as appropriate) | | | | | | |
| IS THE RETURN OF OFFICERS ATTACHED? | | YES | | NO | | |
| (see Page 2 and Note 12) HAS THE RETURN OF CHANGE OF OFFICERS BEE COMPLETED? (see Page 2 and Note 12) | N | YES | | NO | | |
| HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77) | | YES | | NO | | |
| HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77) | | YES | | NO | | |
| IS A RULE BOOK ENCLOSED? (see Notes 8 and 78) | | YES | | NO | | |
| A MEMBER'S STATEMENT IS: (see Note 80) | | ENCLOSE D | | TO FOLLOW | | |
| HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59) | | YES | | NO | | |

AUDITOR'S REPORT

(see notes 81 to 86)

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

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)

| Con Attached Accounts | | |
|--------------------------------------|--------------------------|---|
| See Attached Accounts | | |
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| | | M |
| Signature(s) of auditor or auditors: | 11.8 | |
| | LIR KINDLEP | |
| | | 1 M 1 1 M 1 M 1 M 1 M 1 M 1 M 1 M 1 M 1 |
| Name(s): | Wilkins Kennedy LLP | |
| | · · | |
| Duefersian(s) on Calling(s): | Chartered Accountant and | |
| Profession(s) or Calling(s): | Statutory Auditor | |
| | | |
| Address(es): | Bridge House | |
| | London Bridge | (40) |
| | London | |
| | SE1 9QR | |
| | | |
| Date: | 10 May 2016 | |
| | | |
| Contact name and telephone number: | P Barton | |
| | 01689 827505 | |

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 PROFESSIONAL TRADES UNION FOR PRISON, CORRECTIONAL AND SECURE PSYCHIATRIC WORKERS

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

CERTIFICATION OFFICE FOR TRADE UNIONS & EMPLOYERS' ASSOCIATIONS

1 6 MAY 2016

RECEIVED

WILKINS KENNEDY LLP

Chartered Accountants
Bridge House
London Bridge
London SE1 9QR

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE POA

We have audited the financial statements of the POA for the year ended 31 December 2015, which comprise the balance sheet, income and expenditure account and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the POA's members, as a body. Our audit work has been undertaken so that we might state to the POA'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 POA and the POA's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of the Committee of Management and Auditor

As explained in Note 20, the POA'S National Executive Committee is responsible for preparing financial statements which 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.

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 POA's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the National Executive Committee and the overall presentation of the financial statements.

Opinion on Financial Statements

In our opinion, the financial statements:

- give a true and fair view, in accordance with UK Generally Accepted Accounting Practice of the state of the POA's affairs as at 31 December 2015 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.

Bridge House London Bridge London SE1 9QR

Date: 8 March 2016

WILKINS KENNEDY LLP Chartered Accountants Statutory Auditor

<u>POA</u>

BALANCE SHEET

AS AT 31 DECEMBER 2015

| | | 2 | 2015 | 2 | 2014 |
|--|-------|------------------------|------------|------------------------|------------|
| | Notes | £ | £ | £ | £ |
| FIXED ASSETS | 3 | | 1,508,265 | | 1,657,706 |
| CURRENT ASSETS Debtors Cash at bank | 4 | 1,763,087 1,783,293 | | 1,953,201 1,578,925 | |
| | | 3,546,380 | | 3,532,126 |).e |
| CREDITORS: Amounts falling due within one year | 5 | 610,543 | | 817,521 | |
| NET CURRENT ASSETS | | | 2,935,837 | | 2,714,605 |
| NET ASSETS | | | £4,444,102 | | £4,372,311 |
| PROVIDENT BENEFIT FUND | 8 | | 793 | | (23,218) |
| RELIEF FUND | 9 | | 143,931 | | 50,510 |
| POLITICAL FUND | 10 | | 35,499 | | 15,147 |
| NATIONAL LEVY FUND | 11 | | 214,675 | | 214,622 |
| ACCUMULATED FUND | 12 | | 2,982,043 | | 2,910,694 |
| REVALUATION RESERVE | 13 | | 1,067,161 | | 1,204,556 |
| MEMBERS' FUNDS | 14 | | £4,444,102 | | £4,372,311 |

P J McPARLIN

Chairman

S GILLAN General Secretary

Approved on: 8 March 2016

P CHAPPLE Finance Officer

The attached notes form part of these financial statements.

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2015

| | | 201 | 5 | 201 | 4 |
|--|-------|-----------|-----------|-----------|-----------|
| | Notes | £ | £ | £ | £ |
| INCOME | | | | | |
| Subscriptions receivable | | | 4,261,389 | | 4,284,043 |
| Endorsement receipts | | | 7,748 | | 4,406 |
| Contribution from Relief Fund | 9 | | 4.050 | | 174,272 |
| Contribution from Political Fund | 10 | | 1,059 | 18 | 23,352 |
| | | | 4,270,196 | | 4,486,073 |
| OVERHEAD EXPENDITURE | | | | | |
| Magazine net costs | 7 | 55,353 | | 73,717 | |
| Cost of diary | | 43,018 | | 48,275 | |
| Refunds to branches | | 61,356 | | 49,455 | |
| Salaries and superannuation | | 1,412,422 | | 1,503,246 | |
| Expenses to Annual Conference | | 230,648 | | 233,525 | |
| Expenses to regional meetings and | | | | 04.070 | |
| special conferences | | 13,404 | | 31,370 | |
| Travelling and meeting expenses | | 402,435 | | 425,456 | |
| Printing, stationery, miscellaneous, | | 000 000 | | 204 204 | |
| postage and telephone expenses | | 282,699 | | 291,301 | |
| Audit | | 11,750 | | 11,750 | |
| Cost of Eurofedop: | | 0.007 | | 7,579 | |
| Affiliation fee | | 8,927 | | 1,649 | |
| Travel, subsistence and accommodation | | 82,340 | | 83,117 | |
| TUC – Affiliation fee | | 18,924 | | 13,822 | |
| Other affiliation fees | | 10,824 | | 10,022 | |
| Freehold properties: Rates and water | | 45.045 | | 40,345 | |
| Fuel and cleaning | | 23,606 | | 29,323 | |
| Insurance | | 57,065 | | 51,732 | |
| Repairs and renewals | | 33,232 | | 28,228 | |
| Contribution to Provident Benefit Fund | 8 | 189,869 | | 110,674 | |
| Legal and professional charges | Ŭ | 1,101,005 | | 1,307,486 | |
| Donations | | 11,273 | | 9,497 | |
| Training and courses | | 102,430 | | 59,317 | |
| Depreciation Depreciation | | 12,046 | | 39,715 | |
| make and and | | | 4,198,847 | | 4,450,579 |
| SURPLUS FOR THE YEAR | | | £71,349 | | £35,494 |
| | | | | | |

The attached notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

ACCOUNTING POLICIES 1.

General information

The POA is a trade union and incorporated in England and Wales. The principal place of business is Cronin House, 245 Church Street, Edmonton, London, N9 9HW.

The financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

The financial statements are prepared in sterling, which is the functional currency of the POA. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, subject to the revaluation of certain assets and in accordance with applicable accounting standards. The financial statements incorporate the results of the POA, the activities of which are continuing.

The POA transitioned from previously extant UK GAAP to FRS 102 as at 1 January 2014. There are no adjustments required on transition to FRS 102 that affect the reported financial position and financial performance.

The POA have a reasonable expectation that the trade union has adequate resources to continue in operational existence for the foreseeable future. It has therefore continued to adopt the going concern basis in preparing its financial statements.

Subscriptions

Members' subscriptions are accrued so that the amount disclosed in the Income and Expenditure Account relates to the year under review.

Fixed assets

Tangible fixed assets are measured at cost less accumulated depreciation and accumulated impairment losses.

Tangible fixed assets are written off by equal annual instalments over their expected useful lives as follows:

over 3 years Computer equipment over 4-5 years Office equipment Fixtures and fittings over 5 years

Freehold property and improvements

over 50 years to freehold property over 50 years Leasehold property

Freehold and leasehold properties were revalued at 31 October 2015.

At each reporting date, property, plant and equipment are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset is estimated and compared with its carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in the income and expenditure account.

If an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of impairment is recognised immediately in the income and expenditure account.

Debtors

Short term debtors are measured at transaction price less any impairment. Loans are initially measured at fair value and are subsequently measured at amortised cost using the effective interest method less any impairment.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

(Continued)

f) Creditors

Short term creditors are measured at their transaction price. Other financial liabilities are initially measured at fair value net of their transaction costs. They are subsequently measured at amortised cost using the effective interest method.

g) Cash and cash equivalents

Cash and cash equivalents in the balance sheet comprise cash at banks and in hand and short term deposits with an original maturity date of three months or less.

h) Leases

Rentals payable under operating leases are charged to the Income and Expenditure Account on a straight line basis over the lease term.

i) Provident Benefit Fund

This Fund was established to receive all income and chargeable gains derived from the POA's investments, loans and bank interest. From the Fund are paid all provident benefits as defined under Section 467 ICTA 1988. Any shortfall is covered by a contribution from the Accumulated Fund and is separately disclosed in the Income and Expenditure Account.

i) Relief Fund

This Fund was established to make financial contributions to any member or branch of the POA who or which has suffered or is likely to suffer hardship in carrying out POA policy. The Fund is directly financed by monthly contributions from the Membership, as shown under Note 9 and any unused funds are separately shown in the Income and Expenditure account.

k) Political Fund

This fund was set up for the furtherance of the political objects to which Section 72 of the Trade Union & Labour Relations (Consolidation) Act 1992 applies. Unused funds are separately shown in the Income and Expenditure account.

I) Levy Fund

This fund was originally set up for one year only running from June 2007 to May 2008. Its main purpose is to assist in covering the costs of the POA going to the European Court to regain trade union rights.

m) Pensions

The POA operates a defined contribution pension scheme for its senior employees and support staff. The assets of the scheme are held separately from those of the POA in an independently administered fund.

n) Branches

Subscription income and expenditure relating to branches has been included in the income and expenditure account on an accruals basis

2. JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the accounting policies, the National Executive Committee are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

POA

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

(Continued)

| FIXED ASSETS | TOTAL | Freehold Property and Improvements | Leasehold Property | Fixtures and Fittings | Office Equipment £ | Computer Equipment | Goodwill POA Magazine |
|--|------------|------------------------------------|-----------------------|-----------------------------|--------------------------|-----------------------|-----------------------|
| COST OR VALUATION | 1 | 1 | ı | a . | ı | 4 | 1 |
| Brought forward at 1 January 2015 Additions | 2,275,302 | 1,479,484 | 300,000 | 162,718 | 229,388 | 103,711 | ← ′ |
| Revaluation | (275,000) | (250,000) | (25,000) | | 30 | • | • |
| Carried forward at 31 December 2015 - Cost - Valuation | 500,302 | 4,484 | 275,000 | 162,718 | 229,388 | 103,711 | F) |
| | 2,000,302 | 1,229,484 | 275,000 | 162,718 | 229,388 | 103,711 | ~ |
| DEPRECIATION Brought forward at 1 January 2015 | 617.596 | 113.833 | 24.000 | 154.794 | 224,464 | 100.505 | , |
| Charge for year | 12,046 | 4,173 | 917 | 3,976 | 1,425 | 1,555 | €i a |
| Revaluation | (137,605) | (113,605) | (24,000) | | • | | |
| Carried forward at 31 December 2015 | 492,037 | 4,401 | 917 | 158,770 | 225,889 | 102,060 | |
| Net book value at 31 December 2015 | £1,508,265 | £1,225,083 | £274,083 | £3,948 | £3,499 | £1,651 | £ 1 |
| Net book value at 31 December 2014 | £1,657,706 | £1,365,651 | £276,000 | £7,924 | £4,924 | £3,206 | t3 |

Freehold and leasehold properties were revalued as at 31 October 2015 by Mehdi & Ward (Chartered Surveyors); Dacres Commercial (Chartered Surveyors); Stephen Bailie (Estate Agents) and Allied Scotland (Chartered Surveyors), all of whom are external to the POA, on an open market basis. Had these assets been carried at historical cost less depreciation, their net book values would have been £535,764 (2014: £546,838).

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015 (Continued)

| 4. | DEBTORS | 2015 | 2014 |
|----|---|------------|------------|
| | | £ | £ |
| | SPOA | 6,537 | 983 |
| | Northern Ireland | | 913 |
| | | 14,400 | 13,050 |
| | Advances | 361,522 | 368,962 |
| | Subscriptions | 789,720 | 780,278 |
| | Other debtors | 5,577 | 10,010 |
| | Rates and water | 7,113 | 3,998 |
| | Repairs | 4,655 | 11,949 |
| | VAT recoverable | 4,000 | 445 |
| | Commission income | 62,309 | 82,393 |
| | Printing, postage and stationery | 25,649 | 51,041 |
| | Travelling and meeting expenses | 1,103 | 41,605 |
| | ULF/WULF/NIULF recoverable costs | | 449,862 |
| | Learning funds (Note 6) | 359,539 | 25,917 |
| | Northern Ireland area and life assurance funds (Note 6) | 22,233 | |
| | Branch funds (Note 6) | 102,730 | 111,795 |
| | | £1,763,087 | £1,953,201 |
| 5. | CREDITORS: AMOUNTS DUE WITHIN ONE YEAR | 2015 £ | 2014 £ |
| | | T. | |
| | Legal and professional | | 62,971 |
| | Branch refunds | 68,207 | 48,834 |
| | Travelling and meeting expenses | 10,296 | 14,075 |
| | | 8,577 | 16,851 |
| | Salaries and pensions | 38,961 | 80,241 |
| | Sundry creditors | 180 | 6,975 |
| | Insurance (Note 6) | 359,539 | 449,862 |
| | Learning funds (Note 6) | 22,233 | 25,917 |
| | Northern Ireland area and life assurance funds (Note 6) Branch funds (Note 6) | 102,730 | 111,795 |
| | | £610,543 | £817,521 |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

(Continued)

6. NATIONAL POA SECTIONS AND BRANCHES

Following discussions with the Certification Office for Trade Unions and Employers' Associations, it has been agreed that all funds in the name of the POA must be incorporated in the POA's financial statements. Accordingly the following funds have been included:-

All Branch funds including:-

- Broadmoor Hospital POA Fund
 - POA Ashworth Branch Fund
- POA Rampton Hospital Branch Fund
- The State Hospital Carstairs
- POA Union Learning Fund in England and Wales
- POA Northern Ireland Area Fund
 - POA Northern Ireland Life Assurance Fund

The amounts involved have been shown both as assets of the POA within debtors (Note 4) and as liabilities within creditors (Note 5)

| 7. | MAGAZINE | 2015 £ | 2014 ≘ £ |
|----|--|-----------|--------------------|
| | Sales | 1,104 | 59 |
| | Advertising | 14,940 | 16,022 |
| | | 16,044 | 16,081 |
| | Less: Magazine expenditure | (71,397) | (89,798) |
| | Net expenditure | £(55,353) | £(73,717) |
| 8. | MOVEMENT ON PROVIDENT BENEFIT FUND Income | 2015 £ | 2014 £ 4,525 |
| | Bank deposit interest Deduct: Provident Benefits: | | 4,525 |
| | Industrial Injury claims | (31,408) | (11,080) |
| | Death Benefits | (134,450) | (118,208) |
| | | (165,858) | (124,763) |
| | Transfer from Levy Fund | • | 2,181 |
| | Contribution to Income and Expenditure Account | 189,869 | 110,674 |
| | Net movement for the year | 24,011 | (11,908) |
| | At 1 January 2015 | (23,218) | (11,310) |
| | At 31 December 2015 | £793 | £(23,218) |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

| | (Continued) | | rå. |
|----------|--|-------------------------------|--------------------------------|
| 9. | MOVEMENT ON RELIEF FUND | 2015 £ | 2014 £ |
| . | Member contributions Deduct: Branch Support | 93,421 | 127,705 (4,385) |
| | | 93,421 | 123,320 |
| | Contribution to Income & Expenditure Account | 3 | (174,272) |
| | Net movement for the year At 1 January 2015 | 93,421 50,510 | (50,952) 101,462 |
| | At 31 December 2015 | £143,931 | £ 50,510 |
| 10. | MOVEMENT ON POLITICAL FUND | 2015 £ | 2014 £ |
| | Member contributions Political Fund expenditure Contribution to Income & Expenditure Account | 34,711 (13,300) (1,059) | 40,411 (33,363) (23,352) |
| | Net movement for the year At 1 January 2015 | 20,352 15,147 | (16,304) 31,451 |
| | At 31 December 2015 | £35,499 | £15,147 |
| 11. | MOVEMENT ON NATIONAL LEVY FUND | 2015 £ | 2014 £ |
| | Interest Earned Deduct: European Legal costs Transfer to Provident Fund | 1,574 (1,521) | 2,181 (1,044) (2,181) |
| | Net movements for the year At 1 January 2015 | 53 2 14,622 | (1,044) 215,666 |
| | At 31 December 2015 | £214,675 | £214,622 |
| | | 2015 | 2014 |
| 12. | MOVEMENT ON ACCUMULATED FUND | £ | £ |
| 12. | At 1 January 2015 Surplus for the year | 2,910,694 71,349 | 2,875,200 35,494 |
| | At 31 December 2015 | £2,982,043 | £2,910,694 |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

(Continued)

| 40 | DEVALUATION DEGERVE | 2015 £ | 2014 £ |
|-----|--|---------------------------------|------------|
| 13. | REVALUATION RESERVE | | |
| | At 1 January 2015 Revaluation in year | 1,2 04 ,556 (137,395) | 1,204,556 |
| | At 31 December 2015 | £1,067,161 | £1,204,556 |

The revaluation reserve relates to an unrealised surplus on the revaluation of freehold and leasehold properties (Note 3).

| 14. RECO | NCILIATION OF MOVEMENT IN MEMBERS' FUNDS | 2015 £ | 2014 £ |
|----------|---|------------|------------|
| Surplu | s for the year | 71,349 | 35,494 |
| | ent Benefit Fund net movement for the year (Note 8) | 24,011 | (11,908) |
| | Fund net movement for the year (Note 9) | 93,421 | (50,952) |
| | I Fund net movement for the year (Note 10) | 20,352 | (16,304) |
| | al Levy Fund movement for the year (Note 11) | 53 | (1,044) |
| | uation reserve (Note 13) | (137,395) | - |
| Net inc | come/(reduction) in the year | 71,791 | (44,714) |
| | ers' Funds at 1 January 2015 | 4,372,311 | 4,417,025 |
| Memb | ers' Funds at 31 December 2015 | £4,444,102 | £4,372,311 |

15. TAXATION

The POA is assessable to UK Corporation Tax on all investment income and capital gains arising on the sale of investments. Under Section 467 ICTA 1988 the POA obtains exemption from income tax and corporation tax in respect of its income and chargeable gains which is not trading income and which is applicable and applied for the purpose of Provident Benefits.

16. PENSION CONTRIBUTIONS

The POA's contribution to its defined contribution pension schemes was £195,366 (2014: £193,634) in the year.

| | | 2015 £ | 2014 £ |
|-----|---|-------------------|--------------------|
| 17. | LEASING COMMITMENTS | | |
| | The future minimum operating lease payments are as follows: | | |
| | Within one year Between one and five years | 133,346 78,125 | 145,800 209,201 |
| | At 31 December 2015 | £211,471 | £355,001 |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

(Continued)

18. CONTINGENT LIABILITIES

Throughout the year, the POA was involved in several matters of litigation. At the year end, much of this litigation was still outstanding. All known costs incurred to date have been fully provided for within the financial statements. However, no provision has been made in respect of outstanding cases in the event of adverse judgements and costs being awarded against the POA.

19. RELATED PARTY TRANSACTIONS

The POA is under the control of its members.

P McParlin, S P Gillan, A Darken and R Valerio are all members of the National Executive Committee. P Chapple is the Finance Officer of the POA. At the 31 December 2015, they were also all trustees of the POA Welfare Fund.

During the year member contributions to the POA Welfare Fund amounted to £152,185 (2014: £155,255) and at the balance sheet date, an amount was due to the fund of £12,506 (2014: £12,633).

The remuneration of key management personnel comprising the General Secretary, Deputy General Secretary, Assistant General Secretaries and Finance Officer amounted to £433,757 (2014: £427,690).

20. NATIONAL EXECUTIVE COMMITTEE'S RESPONSIBILITIES

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

Trade Union law requires the members of the National Executive Committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Trade Union and of its income and expenditure for the year. In preparing the financial statements the members of the National Executive Committee are 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 it is inappropriate to presume that the Trade Union will continue in operation.

The National Executive Committee is responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Trade Union and 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 Trade Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the members of the National Executive Committee are aware:

- there is no relevant audit information of which the Trade Union's auditor is unaware; and
- they 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.

POA

NEC/FTO/ADVISERS EXPENSES AND BENEFITS SUMMARY 2015

| | M Fairhurst | J Marshall | C Donovan | A Darken | l Carson | R Valerio | P Fairlie | G Travis | F Spratt | J Simpson | J Robinson | P McParlin | S Lewis | D Keys | A Hogg | J Hancock | S Gillan | T Fullerton | M Rolfe | P Chapple | |
|---------|-------------|------------|-----------|----------|----------|-----------|-----------|----------|----------|-----------|------------|------------|---------|--------|--------|-----------|----------|-------------|---------|-----------|--------------|
| 21,264 | 547 | 1,880 | 507 | 656 | 778 | 883 | 1,940 | 2,281 | 2,018 | 837 | 973 | 1,408 | 839 | 689 | 721 | 280 | 952 | 1,545 | 1,227 | 303 | SUBSISTENCE |
| 95,602 | | | | | | | | | | | | | | | | | | | | | PETROL MOTOR |
| 28,877 | 1,212 | 1,465 | 487 | 3,228 | 373 | 2,308 | 914 | 1,742 | × | 1,013 | 4 | 2,388 | 405 | 1,626 | 1,500 | 169 | 1,576 | 6,141 | 1,702 | 628 | TRAVEL |
| 61,937 | 5,383 | 8,804 | 4,884 | 1,580 | 8,154 | 594 | 377 | 5,677 | 97 | 6,005 | 1 | 378 | 1,947 | 2,477 | 900 | 1,845 | 4,074 | 6,053 | 2,446 | 262 | HOTEL COSTS |
| 1,453 | 21 | 23 | 45 | 46 | 4 | 228 | 102 | 126 | 178 | 21 | 182 | 22 | 21 | 179 | 34 | 32 | 78 | 60 | 32 | 20 | MOBILE PHONE |
| 209,133 | 11,651 | 22,217 | 11,252 | 8,791 | 16,857 | 7,477 | 6,343 | 15,193 | 8,647 | 12,309 | 3,304 | 8,984 | 7,905 | 6,762 | 5,907 | 4,449 | 10,245 | 22,214 | 12,449 | 6,178 | TOTAL |