- DO NOT STAPLE
- 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:	Association of Trade Union Political and Public Sector Staff
Year ended:	31 <sup>st</sup> December 2014
List no:	1260T
Head or Main Office:	
	2, Edenbridge Road London E9 7DR
Website address (if available)	
Has the address changed during the year to which the return relates?	Yes No / (Click the appropriate box)
General Secretary:	John Vogler
Telephone Number:	07504 343060
Contact name for queries regarding	AS ABOVE
Telephone Number:	As Above
E-mail:	johnvogler.atupps@tiscali.co.uk
PLEASE FOLLOW THE GUIDANCE NOTE Any difficulties or problems in the compl Officer as below or by telephone to: 020 :	S IN THE COMPLETION OF THIS RETURN. Letion of this return should be directed to the Certification 7210 3734
he address to which returns and other c	CEPTEICATION OFFICE
or Unions based in England and Wales.	Stantil Lower and All of the Pr

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)

## Association of Trade Union, Political and Public Sector Staff. (ATUPPS)

### List of Officers at 31st December 2014

General Secretary & Treasurer: John Vogler

Chair Sandra Kenny

### **RETURN OF MEMBERS**

(see notes 10 and 11)

***			loce Hotes	o IV alid II)	n Syndy Nobelia's many entres a seemant separata Madada Provincia de Librario e Librario (Confederario).		SERVICONO CONTRACES CARGOS CARGOS CARGOS CARGOS CONTRACES CARGOS
		NUMBER OF	MEMBE	ERS AT THE	E END OF THE	YEAR	
	Great Britain	Northern Ireland		Irish Republic	Elsewhere Abro (including Channel Island		DTALS
WALE	2						217 (L.C)
FEMALE	18			ANTONIA THE RESIDENCE OF THE PARTY OF THE PA			4
TOTAL	20		***************************************			Α	4
s held:		ed in totals box 'A' ab			or authorised addre	ss	A
lease completurn.	RE	e to this form a con title of each person ETURN OF ving to record any c	s office. CHAN	IGE OF	OFFICER	S	
Title of	Office	Name of Offic ceasing to hold			ne of Appointed	Date	3
tate whethe	r the union is		<u> </u>				
A branch	า of another tra	ade union?	Yes	No	0 /		
If yes, st	ate the name o	of that other union:					
A federa	tion of trade u	nions?	Yes [	No			
If yes, sta	ate the numbe	r of affiliated					
and nam	es:					4,	

### GENERAL FUND

(see notes 13 to 18)

INCOME	£	£
From Members: Contributions and Subscriptions		1,740
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		
		1,740
Investment income (as at page 12) Other Income		
Income from Federations and other bodies (as at page 4	4)	
Income from any other sources (as at page 4)		
Total of other income (as at page 4)		
,		1,740
EXPENDITURE	TOTAL INCOME	
Benefits to members (as at page 5)		
Administrative expenses (as at page 10)		
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
ТО	TAL EXPENDITURE	1 200
	Carried Williams Williams Co. Co. 11 Villiams	1,390
Surplus (deficit) for yea	ır	350
Amount of general fund at beginning of yea	r	-1,727.53
Amount of general fund at end of yea	r	-1,377.53

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

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
TOTAL FEDERATION AND		
TOTAL FEDERATION AND	OTHER BODIES	- Of the Constitution of t
Other income		
TOTAL	OTHER INCOME	
TOTAL OF ALL	OTHER INCOME	

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£,
Representation – Employment Related Issues Travel & Subsistence	85	brought forward Education and Training services	815
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications Telephone costs Postage Stationery Office Equipment Advisory Services	280 68 42 340	Salary Costs General Secretary	100
Dispute Benefits		Other Benefits and Grants (specify) Indemnity Insurance	475
Other Cash Payments			
carried forward	815	Total (should agree with figure in General Fund)	1,390

(See notes 24 and 25)

FUND 2		Fu	ınd Account
Name:	3		£
Income			
	From members		1,740
	Investment income (as at page 12)		·
	Other income (specify)		
	Total other income as spe	cified	alamana kangan kang Kangan kangan kanga
	Total Inc		1,740
Expenditure		bythetecolog	TO A CONTRACT OF COMMUNICATION OF THE CONTRACT
-ybenninge	Benefits to members	T	4 200
	Administrative expenses and other expenditure (as at page		1,290
	10)		100
	Total Expend	diture	1,390
	Surplus (Deficit) for the	14004	250
	Amount of fund at beginning of		350 -1,727.53
	Amount of fund at the end of year (as Balance S		-1,727.53 -1,377.53
			1,077.00
	Number of members contributing at end of	year	21

FUND 3		COLUMN TO THE COLUMN T	Fund Account
Name:		£	£
Income			- Participant of the Control of the
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	me as specified	The state of the s
		Total Income	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	То	tal Expenditure	MAGALLA MAGALL
	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 4		Fund Account
Name:	£	£
Income		
	From members	
	Investment income (as at page 12)	
	Other income (specify)	
	Total other income as specified	
	Total Income	
Expenditure		
	Benefits to members	
	Administrative expenses and other expenditure (as at page	
	10)	
	Total Expenditure	
	Cumbia (Definit) for the con-	
	Surplus (Deficit) for the year Amount of fund at beginning of year	
	Amount of fund at the end of year (as Balance Sheet)	
	, and a minute of the original	
2000年1911年1月1日 - 1911年1日	Number of members contributing at end of year	
FUND 5		

FUND 5		ini dalah dahada serpengah dalam sembanan yang dang ini yang tarkit pilah pada melandan semban serenggan pelab	Fund Account
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
			MATERIA CAN AND ALL PROTECTION CONTROL OF A STATE AND AND A STATE
	lotal other inco	me as specified	
		Total Income	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	То	tal Expenditure	
	Surplus (Defi	icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as		
State State Of Guardine construction of the State Of Stat	Number of members contributing	g at end of year	

	(Gee Hotes 24 and 20)			
FUND 6			Fund Account	
Name:			٤	
Income				
	From members			
	Investment income (as at page 12)			
	Other income (specify)			
	Total other inco	me as specified	Control of the Contro	
	Total Income			
pos BB4			ANAMAGEOREE CHESTATA (\$ 9-4/2 CHESTATA TO THE TOTAL PROPERTY C	
Expenditure	Benefits to members			
	Administrative expenses and other expenditure (as at page			
	10)			
	To	tal Expenditure		
		icit) for the year		
	Amount of fund at be			
	Amount of fund at the end of year (as	Balance Sheet)		
	Number of members contributing	m at and as war		
ANTONIO MICE AND ANTONIO POR CONTRACTOR AND ANTONIO		y at end of year		
FUND 7		aurakezantak 4- <u>a, maryaman oran kontrol</u> andak ketilik harpatah orazan alama (IMA) apraire	Fund Account	
Name:		£	£	
Income				

FUND 7		rynchiaeth Comins (4 n. b. searman non Aphroch Novallet i William Prophyllor or 1500 alcohol (1994) days	Fund Account
Name:		E	
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other inco	me as specified	
		Total Income	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	То	tal Expenditure	
	Surplus (Defi	cit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	
namerija den disak miningan sama aka majang ak ak di menintah kanasa menjang kanasa kanasa kanasa kanasa kanas Kanasa kanasa kanas	Number of members contributing	g at end of year	

(see notes 26 to 31)

POLITICAL FU	POLITICAL FUND ACCOUNT 1 To be completed by trade unions which maintain their own fund		
		£	£
Income	Members contributions and levies		
	Investment income (as at page 12) Other income (specify)		
	Total other	income as specified	
Expenditure		Total income	
	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	5 - 5
	Sur	plus (deficit) for year	
	Amount of political fund	at beginning of year	
	Amount of political fund at the end of year	r (as Balance Sheet)	
	Number of members at end of year contributing	g 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			
		The state of the s	MCCCC++CCCCCCCCCCCCCCCCCCCCCCCCCCCCCCC

POLITICAL F	UND ACCOUNT 2 To be completed by trade unions which act a		NECON AND AND AND AND AND AND AND AND AND AN
· ourion	To be completed by trade unions which act as	s components of a	central trade union
Imaaaaa		ţ.	£
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 i	Lncome as specified	
Casa and distance		Total income	
Expenditure	Expanditure and a section 00 5th To talk	po-	
	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	
	Surpi	us (deficit) for year	
	Amount held on behalf of trade union political fund a		
	Amount remitted to c		
	Amount held on behalf of central political		
	Number of members at end of year contributing		
Number of was	Number of members at end of the year not contributing	to the political fund	
political fund	mbers at end of year who have completed an exemption notice and do not therefore o	contribute to the	

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

(see notes 32 and 33)

COUNTRY OF	Name of the Control o	
Administrative		£
Expenses		
Remuneration and expenses of staff		100
Salaries and Wages included in above	£100	
Auditors' fees		
Legal and Professional fees		
Occupancy costs		
Stationery, printing, postage, telephone, etc.		390
Expenses of Executive Committee (Head Office)		
Expenses of conferences		
Other administrative expenses (specify)	:	
Indemnity Insurance		475
Travel & Subsistence		85
Office Equipment		340
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
	Total	1,390
Charged to:	General Fund (Page 3)	hadalang tahat da Europi Musuman apinahan pinahan Sagi Addi Ummina musuman ang Duk
	Fund (Account )	
	Total	1,390

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

			100						1		 
Total		CH	5								
	efits	Value £									-
Benefits	Other Benefits	Description									
	Pension Contribution	લ									
Employers N.I. contributions		ભ									
Gross Salary		CH)	100								
Office held			General Secretary								

### 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			
Other investment income (specify)			
		L	
	Total inv	estment income	
		_	
Credited to:			
		al Fund (Page 3)	
		und (Account )	
		und (Account )	
	Fu	ınd (Account )	
	Fu	ınd (Account )	
	Fu	ınd (Account )	
		Political Fund	
	Total Inv	estment Income	

BALANCE SHEET as at	
---------------------	--

(see notes 47 to 50)

Previous Year		£	£
	Fixed Assets (at page 14)		
	Investments (as per analysis on page 15)		
ELECTRICAL PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE	Quoted (Market value £ )		
CHARLES	Unquoted Total Investments		
	Other Assets		
	Loans to other trade unions		
	Sundry debtors		
	Cash at bank and in hand		
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Total of other assets	The second secon	
	ТОТ	AL ASSETS	
	Fund (Account )		
	Fund (Account )		
	Fund (Account )		
	Superannuation Fund (Account )		
	Political Fund (Account )		
	Revaluation Reserve		
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		A CONTRACTOR AND A CONT
	Tax payable		ericanos de la casa de
	Sundry creditors		
	Accrued expenses		
	Provisions		
	Other liabilities		
	L TOTAL	LIABILITIES	
		AL ASSETS	Bibliotechania maintain personalista forbitation opide demokrati vastumente
			1

### **FIXED ASSETS ACCOUNT**

(see notes 51 to 55)

	Land and I Freehold Leasehold	Buildings ££	Furniture and Equipment £	Motor Vehicles £	Not used for union business	Total £
Cost or Valuation						
At start of year						
Additions				***		
Disposals						
Revaluation/Transfer						
s						
At end of year						
		diriri masanaman arosanasokat nadinasi na masayaga	iant to the second	According to the Control of the Cont	and the second s	and the state of t
Accumulated Depreciation At start of year		90 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	Annya hituandamini ayapanjah dan sepera antasampa antasa ana ana ayap			
Charges for year			÷	;		
Disposals						
Revaluation/Transfer						
s						
At end of year			MACO MARKACHA COMPANIA MARKACHA MARKACHA MARKACHA (MARKACHA MARKACHA MARKACH	AMAAAMANAAA TII COO pooliikka ee oo		ANTON A COMMON TO THE PART AND A SECURE OF THE
	***************************************					
Net book value at			***************************************			
end of year				***************************************		
						i
Net book value at						
end of previous year						

### **ANALYSIS OF INVESTMENTS**

(see notes 56 and 57)

QUOTED		All Funds Except	Political Fund
		Political Funds	£
		£	
	Equities (e.g. Shares)		
			i
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	( company		
	TOTAL QUOTED (as Balance Sheet)		U-
	Market Value of Quoted Investment		
UNQUOTED	Equities		
			20000
	Government Securities (Gilts)		
			page and a second
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	TOTAL UNQUOTED (as Balance Sheet)		
	Market Value of Unquoted Investments		914-ra and 1918-ray

### 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	COMPANY REG registered in Eng registered)	ISTRATION NUME land & Wales, state	BER (if not where
Are the shares which are controlled by the union registered in the names of the union's trustees?  If NO, state the names of the persons in whom the shares controlled by the union are registered.		YES	NO.
COMPANY NAME	NAMES OF SHAF	REHOLDERS	

### **SUMMARY SHEET**

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME	1,740		1,740
From Members		, , , , , , , , , , , , , , , , , , ,	, , , ,
From Investments			
Other Income (including increases by revaluation of assets)	,		
Total Income	1,740	VVVIII 4	1,740
EXPENDITURE (including decreases by revaluation of Total Expenditure			
Funds at beginning of year (including reserves)	-1,727.53		-1,727.53
Funds at beginning of year (including reserves) Funds at end of year (including reserves)	-1,727.53 -1,377.53		-1,727.53 -1,377.53
(including reserves)  Funds at end of year (including reserves)			
(including reserves) <b>Funds at end of year</b> (including reserves)			
(including reserves) <b>Funds at end of year</b> (including reserves)			
(including reserves)  Funds at end of year	-1,377.53		
(including reserves) <b>Funds at end of year</b> (including reserves)	-1,377.53 Fixed Assets		
(including reserves) <b>Funds at end of year</b> (including reserves)	-1,377.53  Fixed Assets Investment Assets	Total Assets	
(including reserves)  Funds at end of year (including reserves)	-1,377.53  Fixed Assets Investment Assets	Total Assets Total Liabilities	

### **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.

STATE OF THE PROPERTY OF THE P			
natural leading to the leading to th			
reconstitution of			
Name of the state			
			Constitution

### **ACCOUNTING POLICIES**

(see notes 74 and 75)

(See Hotes 74 al	10 7 O)								
	no Anno 22 ha ga a sha a s				ng Pallaguyo kaka katanan sa kata				
SIGNATURES TO THE ANNUAL RETURN (see notes 76 and 77) including the accounts and balance sheet contained in the return.									
Secretary's Oh Kylor Signature: Signature: Signature: (or other official whose position should be stated) Name: JOHN VOGLER Name: JANR A KENNY  Date: 19   5   15									
(see notes 78 to	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 BEEN COMPLETED? (see Page 2 and Note 12)		YES		NO					
HAS THE RETURN BEEN SIGNED?		YES		NO	IT				
(see Pages 19 and 21 and Notes 76 and 77) HAS THE AUDITOR'S REPORT BEEN COMPLETED?		YES		NO	 				
(see Pages 20 and 21 and Notes 2 and 77)		ILO		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.

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)



"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)



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

₩ "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)

Commission of the Commission o		
and control of the co		
Signature(s) of auditor or auditors:	Imie Gurnel	B Murson.
Name(s):	Lorraine Eastwell	Barbara Munson
Profession(s) or Calling(s):	Nurse	Bookkeeper (retired)
Address(es):	11 Tyler Way	28 Groombridge Road
	Brentwood Essex	London E9 7DP
	CM14 4WE	
Date	10th May 2015	19 <sup>th</sup> May 2015
Date:	19 <sup>th</sup> May 2015	Leave-property and the control of th
Contact name and telephone number:	07852761691	020 8985 8016

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