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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

BAKERS, FOOD & ALLIED WORKERS

Year ended:

31ST DECEMBER 2015

List no:

55T

Head or Main Office:

STANBOROUGH HOUSE
GREAT NORTH ROAD
STANBOROUGH
WELWYN GARDEN CITY
HERTFORDSHIRE AL8 7TA

Website address (if available)

www.bfawu.org

Has the address changed during the year to which the return relates?

Yes

No

(Click the appropriate box)

General Secretary:

RONNIE DRAPER

Telephone Number:

01707 260150

Contact name for queries regarding

ADRIAN STEWART

Telephone Number:

01707 260150

E-mail:

info@bfawu.org

PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.

Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 020 7210 3734

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

For Unions based in England and Wales:

Certification Office for Trade Unions and Employers' Associations
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)

**BAKERS, FOOD & ALLIED WORKERS' UNION
OFFICIALS AT 31ST DECEMBER 2015**

Name	Position	Location
Mr R Draper	General Secretary	-
Mr I Hodson	National President	-
Ms Sarah Wooley	Executive Council member	Female Rep
Ms Apryl Walcott- Chow	Executive Council member	Youth Rep
Ms Mandy Ambrose	Executive Council member	Region 1
Mr Vincent Payne	Executive Council member	Region 1
Mr J Newman	Executive Council member	Region 2
Mr J Moore	Executive Council member	Region 2
Ms J Barnwell	Executive Council member	Region 3
Mr Paul McGarry	Executive Council member	Region 3
Mr J Fox	Executive Council member	Region 4
Mrs J Owens	Executive Council member	Region 4
Mr J Fitzpatrick	Executive Council member	Region 4
Ms P McCarthy	Executive Council member	Region 5
Mr J Knapper	Executive Council member	Region 5
Ms L Dinning	Executive Council member	Region 5
Mr M McHugh	Executive Council member	Region 5
Mr D Byrne	Executive Council member	Region 6
Mr John Halliday	Executive Council member	Region 7

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					
FEMALE					
TOTAL	18,382	688	385		A 19,455

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

0

Number of members at end of year contributing to the General Fund

19,070

OFFICERS IN POST

(see note 12)

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

RETURN OF CHANGE OF OFFICERS

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

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date
EC Member Region 3	Mr Lucasz Bemka	N/A	August 2015

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other union:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		2,612,519
From Members: Other income from members (specify)		
 Total other income from members		
Total of all income from members		2,612,519
Investment income (as at page 12)		2,080
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	309,264	
 Total of other income (as at page 4)		309,264
		TOTAL INCOME
		2,923,863
EXPENDITURE		
Benefits to members (as at page 5)		187,902
Administrative expenses (as at page 10)		2,464,321
Federation and other bodies (specify)		
IUF, UITA, IUL and EFFATT	33,662	
GFTU	17,785	
TUC	52,580	
Sundry affiliations	3,016	
Irish Union	37,143	
Regional Affiliation Fees	5,568	
Total expenditure Federation and other bodies		149,754
Taxation		
		TOTAL EXPENDITURE
		2,801,977
Surplus (deficit) for year		121,886
Amount of general fund at beginning of year		1,314,211
Amount of general fund at end of year		1,436,097

ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
TOTAL FEDERATION AND OTHER BODIES		
Other income		
Political Fund administration charge	10,000	
Sundry commissions	2,102	
VAT recoveries	9,696	
CCFA receipts	72,889	
Fee sharing with solicitors	4,600	
Profit on disposal of investments		
Legal Income	81,000	
Net Movement in reserves in respect of CCFAs	135,563	
Exchange gains/(losses)	(6,586)	
TOTAL OTHER INCOME		309,264
TOTAL OF ALL OTHER INCOME		309,264

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues	52,335	brought forward	83,113
		Education and Training services	
		Shop steward and other courses	35,245
		Health and safety education	24,997
Representation –			
		Negotiated Discount Services	
Communications			
Foodworker	30,778		
		Salary Costs	
Advisory Services			
		Other Benefits and Grants (specify)	
		Funeral grants	2,700
Dispute Benefits		Sundry grants	2,870
		Free card grants	4,500
		Sickness benefits	34,165
		Unemployment Benefits	312
Other Cash Payments			
carried forward	83,113	Total (should agree with figure in General Fund)	187,902

(See notes 24 and 25)

FUND 2		Fund Account	
Name:	BENEVOLENT FUND	£	£
Income			
	From members		6,590
	Investment income (as at page 12)		-
	Other income (specify)		-
		Total other income as specified	
		Total Income	
Expenditure			
	Benefits to members		
	Benevolent grants		2,058
	Conference guests		(529)
	Administrative expenses and other expenditure (as at page 10)		27
		Total Expenditure	1,556
		Surplus (Deficit) for the year	5,034
		Amount of fund at beginning of year	20,037
		Amount of fund at the end of year (as Balance Sheet)	25,071
		Number of members contributing at end of year	5,309

FUND 3		Fund Account	
Name:	SOCIAL FUND	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Donations	669	
	Sundry income	-	
		Total other income as specified	669
		Total Income	669
Expenditure			
	Benefits to members		426
	Administrative expenses and other expenditure (as at page 10)		73
		Total Expenditure	499
		Surplus (Deficit) for the year	170
		Amount of fund at beginning of year	1,877
		Amount of fund at the end of year (as Balance Sheet)	2,047
		Number of members contributing at end of year	0

(See notes 24 and 25)

FUND 4		Fund Account	
Name:	PENSION FUND	£	£
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)		366,000
	Total Expenditure		366,000
	Surplus (Deficit) for the year		366,000
	Amount of fund at beginning of year		(3,472,000)
	Amount of fund at the end of year (as Balance Sheet)		(3,106,000)
	Number of members contributing at end of year		0

FUND 5		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		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

(See notes 24 and 25)

FUND 6		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		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

FUND 7		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		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

(see notes 26 to 31)

POLITICAL FUND ACCOUNT 1		To be completed by trade unions which maintain their own fund		
		£	£	
Income	Members contributions and levies		78,016	
	Investment income (as at page 12)			
	Other income (specify)			
		Total other income as specified		
		Total income	78,016	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)			
	Contributions to Labour parties, election funds etc.		19,487	
	Administration expenses in connection with political objects (specify)			
	Conference Expenses		12,556	
	Publications		125	
	Collections, commissions etc		6,260	
	Ballot		-	
	Sundry expenses		35,634	
	Non-political expenditure			
			Total expenditure	74,062
			Surplus (deficit) for year	3,954
			Amount of political fund at beginning of year	2,706
			Amount of political fund at the end of year (as Balance Sheet)	6,660
		Number of members at end of year contributing to the political fund	18,382	
		Number of members at end of the year not contributing to the political fund	1,073	
Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund			0	

POLITICAL FUND ACCOUNT 2		To be completed by trade unions which act as components of a central trade union		
		£	£	
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 income 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			
			Total expenditure	
			Surplus (deficit) for year	
			Amount held on behalf of trade union political fund at beginning of year	
			Amount remitted to central political fund	
			Amount held on behalf of central political fund at end of year	
			Number of members at end of year contributing to the political fund	
			Number of members at end of the year not contributing to the political fund	
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund			

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

(see notes 32 and 33)

	£
Administrative Expenses	
Remuneration and expenses of staff	1,316,495
Salaries and Wages included in above	£1,002,914
Movement in Defined Benefit Pension liability	(366,000)
Auditors' fees	47,318
Legal and Professional fees	13,088
Occupancy costs	146,128
Stationery, printing, postage, telephone, etc.	97,931
Expenses of Executive Committee (Head Office)	293,777
Expenses of conferences	74,510
Other administrative expenses (specify)	
Computer expenses	125,571
Branch secretaries expenses	119,034
Collection commission	93,368
Office cleaning and sundries (including Benevolent and Social Fund)	15,579
Promotion	6,270
Professional services	-
Decrease in market value of investments	841
Other Outgoings	
Interest payable:	
Bank loans (including overdrafts)	17,265
Depreciation	26,823
Taxation	
Other outgoings (specify)	
VAT on above expenses	70,423
Total	2,098,421
Charged to:	
General Fund (Page 3)	2,464,321
Benevolent Fund (Fund 2)	27
Social Fund (Fund 3)	73
Pension Fund (Fund 4)	(366,000)
Total	2,098,421

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary £	Employers N.I. contributions £	Pension Contributions s £	Benefits		Total £
				Other Benefits		
				Description	Value £	
General Secretary	46,362	5,284	7,325	Car	8,664	67,700
				Medical	65	
National President	46,362	5,284	7,325	Car	10,443	69,479
				Medical	65	
Members of Executive committee:						

BALANCE SHEET as at 31/12/2015

(see notes 47 to 50)

Previous Year		£	£
107,695	Fixed Assets (at page 14)		103,987
	Investments (as per analysis on page 15)		
1,171,803	Quoted		1,388,839
42,115	Unquoted		300
1,321,613	Total Investments		1,493,126
	Other Assets		
	Loans to other trade unions		
631,774	Sundry debtors		443,960
254,848	Cash at bank and in hand		276,417
	Stocks of goods		
131,693	Others (specify): Contributions receivable		129,798
	Total of other assets		
2,339,928	TOTAL ASSETS		2,343,301
1,314,211	General Fund (Account 1)		1,436,097
19,458	Benevolent Fund (Fund 2)		25,071
1,877	Social Fund (Fund 3)		2,047
(3,472,000)	Pension Fund (Fund 4)		(3,106,000)
2,706	Political Fund (Account 1)		6,660
	Revaluation Reserve		
(2,133,748)	Total Funds		(1,636,125)
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
	Tax payable		
1,001,676	Sundry creditors		875,279
	Accrued expenses		
3,472,000	Provisions – Pension scheme deficit		3,106,000
	Other liabilities		
4,473,676	TOTAL LIABILITIES		3,981,279
2,339,928	TOTAL ASSETS		2,343,301

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
Cost or Valuation						
At start of year	211,611	33,884	432,425	27,918		705,838
Additions			9,315	13,799		23,114
Disposals						
Revaluation/Transfers						
At end of year	211,611	33,884	441,740	41,717		728,952
Accumulated Depreciation						
At start of year	131,456	25,410	413,360	27,918		598,144
Charges for year	5,117	848	15,107	5,750		26,822
Disposals						
Revaluation/Transfers						
At end of year	136,573	26,258	428,467	33,668		624,966
Net book value at end of year	75,038	7,626	13,273	8,050		103,987
Net book value at end of previous year	80,155	8,474	19,065	1		107,695

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
City Asset Managed Funds	1,388,839	
Investec Bank FTSE 100 3 Year deposit plan		
TOTAL QUOTED (as Balance Sheet)	1,388,839	
Market Value of Quoted Investment	1,388,839	
UNQUOTED		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
ACC Bank Term deposit account		
Other unquoted investments (to be specified)		
Loans	300	
TOTAL UNQUOTED (as Balance Sheet)	300	
Market Value of Unquoted Investments	300	

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?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	2,619,109	78,016	2,697,125
From Investments	2,080		2,080
Other Income (including increases by revaluation of assets)	309,933		309,933
Total Income	2,931,122	78,016	3,009,138
EXPENDITURE (including decreases by revaluation of			
Total Expenditure	2,438,032	74,062	2,512,094
Funds at beginning of year (including reserves)	-2,135,875	2,706	-2,133,169
Funds at end of year (including reserves)	-1,642,786	6,660	-1,636,125
ASSETS			
	Fixed Assets		103,987
	Investment Assets		1,389,139
	Other Assets		850,175
		Total Assets	2,343,301
LIABILITIES		Total Liabilities	3,979,426
NET ASSETS (Total Assets less Total Liabilities)			-1,636,125

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 notes

1. Accounting policies

The following accounting policies have been applied consistently in dealing with the items that are considered material in relation to the Union's accounts.

- a) The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102, the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland. Information on the impact of first-time adoption of FRS 102 is given in note 8.
- b) Income and Expenditure is accounted for on the accruals basis, provision being made for contributions receivable for the period to 31st December, but not received by the year end and also for other accrued income and expenditure.
- c) Fixed assets are depreciated over their estimated useful life in equal annual instalments:

Freehold property	Fifty years from the date of purchase or valuation
Leasehold property	Forty years
Motor cars	Two years
Office furniture and equipment and computer equipment	Two and a half years
- d) Investments (Fixed asset investments) in listed company shares are remeasured to market value at each Balance Sheet date. Gains and losses on remeasurement are recognised in the income and expenditure account for the period.
- e) Pension costs (see note 6)
- f) Operating lease rentals are charged on a straight line basis over the lease term.
- g) Income received under the collective conditional fee agreements (CCFAs) is included in the accounts in full on legal defence and compensation claims settled in the Union's favour. The Union accounts for costs and disbursements as incurred and for refunded disbursements as received. Full provision is made for potential legal costs on continuing cases against income received under the CCFAs where the income exceeds the legal costs incurred under the agreements in accordance with the terms of the agreement.

A review of the reserve will be carried out on a regular basis and a transfer to the Union's general fund will be made where the income received under the CCFAs on a year by year basis is considered to be in excess of any estimated costs (based on the Union's past experience) that might arise on any outstanding legal cases.
- h) Government Grants received are netted off against the direct expenditure incurred on each of the projects. In the case of the Union Learning Fund, a grant has been provided to cover the full cost of the project. In the case of the Union Modernisation Fund the union operates a matched funding approach where 50% of the costs of the project are funded by the union. The cost to the union of this project is shown on the working expenses schedule (Schedule III).
- i) Foreign currency monetary assets and liabilities are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences are taken into account in arriving at the surplus or deficit for the year.
- j) Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities.

2. Fixed Assets

All freehold property is stated at cost less depreciation to date.

Movements on fixed assets are disclosed in Schedule IV.

3. The Irish Union

The Union is associated with the Bakers, Food and Allied Workers' Union in the Republic of Ireland. The accounts for the Irish Union are not consolidated, as this Union remains a separate legal entity. The Irish Union accounts for its own transactions, assets and liabilities, and submits audited statutory accounts to the Certification Officer of the Republic of Ireland.

4. Contingent Liabilities

As at the year end it is estimated that the Union was administering 1,031 (2014: 1,303) legal cases on behalf of its members. For cases lodged up until March 2013 cases continue to be handled on behalf of members on a conditional fee agreement. For cases lodged after this date the union is no longer entitled to notional insurance refunds although may receive legal income in relation to cases successfully dealt with by the acting solicitor.

In relation to the former conditional fee agreement, the Union was indemnified against the costs of lost legal cases to the extent that notional insurance refunds exceeded any costs incurred. Where notional insurance refunds exceeded costs incurred in the year, the excess was carried forward as a reserve against the potential cost of cases in progress at the year end. Under the new regime, any legal monies received are recognised in the year earned and no deferral is applied.

5. Operating Lease Commitments

The Union is committed to the following annual rentals in the forthcoming year in respect of operating leases which expire within:

	2015			2014		
	£	£	£	£	£	£
	Motor cars	Office equipment	Land and buildings	Motor cars	Office equipment	Land and buildings
One year	17,431	4,511	3,441	6,283		
One to two years	12,764			51,508		6,882
Two to five years	43,113	30,160		46,290	36,075	
The charge against income for the year was	102,863	36,075	6,882	112,884	36,075	6,882

6. Pension costs

The Union operates a UK registered trust based pension scheme that provides defined benefits. For service up to 31 May 2011, pension benefits are linked to members' final pensionable salaries and service to 31 May 2011 (or date of leaving if earlier). From 1 June 2011, pension benefits are built up on a Career Average Revalued Earnings (CARE) basis, where benefits are linked to members' salaries in each year and increased to retirement broadly in line with inflation.

The Trustees are responsible for running the Scheme in accordance with the Scheme's Trust Deed and Rules, which sets out their powers. The Trustees of the Scheme are required to act in the best interests of the beneficiaries of the Scheme.

There are three categories of pension scheme members:

- Active members: currently employed by the Union
- Deferred members: former active members of the Union
- Pensioner members: in receipt of pension.

6. Pension costs (continued)

The Trustees are required to carry out an actuarial valuation every 3 years. The last actuarial valuation of the Scheme was performed by the Scheme Actuary for the Trustees as at 31 December 2012. This valuation revealed a funding shortfall of £2.9 million. The Union agreed to pay annual contributions of 15.8% of members' pensionable salaries less the total amount of member contributions each year to meet the cost of future service accrual. In respect of the deficit in the Scheme as at 31 December 2012, the Union has agreed to pay £90,000 pa for 18 years.

The Union will meet the cost of the death in service lump sum benefits, and administrative and other expenses incurred by Trustees, up to a maximum of £50,000 pa. The Union therefore expects to pay £220,000 to the Scheme during the accounting year beginning 1 January 2016, before the deduction of the overpaid contributions by the Union prior to 31 December 2015.

The results for the most recent formal actuarial valuation as at 31 December 2012 have been updated to 31 December 2015 by a qualified independent actuary. The assumptions used were as follows:

Significant actuarial assumptions	Year to 31/12/15	Year to 31/12/14
Discount rate	3.70%	3.40%
Retail prices inflation (RPI)	2.90%	3.00%
Consumer prices inflation (CPI)	1.90%	2.00%
 Other actuarial assumptions		
Salary increases	1.90%	2.00%
Pension increases:		
Pre 88 GMP	1.70%	1.80%
Pre 1 June 2011	2.80%	2.90%
Post 31 May 2011	1.80%	1.90%
CARE revaluation:		
Active members	2.90%	3.00%
Deferred members	1.90%	2.00%
Revaluation of deferred pensions in excess of GMP	2.90%	3.00%

Demographic assumptions

Description	Year ended 31/12/15	Year ended 31/12/14
- Mortality (before and after retirement)	S2PA CMI_2015_M/F [1.00%] (yob) rated up by 1 year	S2PA CMI_2014_M/F [1.00%] (yob) rated up by 1 year

Life expectancies (in years)

	Year ended 31/12/15		Year ended 31/12/14	
	Male	Female	Male	Female
Life expectancy for someone aged 65 in 2015	21.00	22.90	21.30	23.2 yrs
Life expectancy at age 65 for an individual aged 45 in 2015	22.30	24.40	22.5 yrs	24.70

6. Pension costs (continued)

Assets

The fair value of the assets of the Scheme were:

Asset class	Year ended 31/12/15 Mkt value £'000	Year ended 31/12/14 Mkt value £'000
Equities/Growth Assets	3,818	3,774
Bonds	1,283	1,282
Gilts	594	598
Trustee bank account	4	139
Sundry debtors & creditors	25	10
Owed to the Union	(90)	(115)
Insured annuities	77	83
	<u>5,711</u>	<u>5,771</u>

The return on the asset was:

Asset class	£'000	£'000
Interest income	193	250
Return on assets less interest income	(59)	82
Total return on assets	134	332

7. Reconciliation of Movement in Members' Funds

	2015	2014
	£	£
Member's Funds Brought Forward (as restated)	(2,133,748)	(1,735,966)
Surplus/(Deficit) on General Fund	121,886	320,129
Movement ((deficit)/surplus) on Pension Fund Reserve	366,000	(693,000)
(Deficit)/surplus on Political Fund	3,954	(25,738)
(Deficit)/Surplus on Benevolent Funds	3,760	903
(Deficit)/Surplus on North Eastern Social Fund	170	(76)
Member's Funds Carried Forward	<u>(1,637,978)</u>	<u>(2,133,748)</u>

8. First time adoption of FRS 102

	As previously stated 31.12.14 £	Effect of transition 31.12.14 £	FRS 102 (as restated) 31.12.14 £
Income (note a)	3,266,712	(71,512)	3,195,200
Expenditure	<u>(2,875,071)</u>		<u>(2,875,071)</u>
Surplus/(deficit) for year	391,641	(71,512)	320,129

Explanation of changes to previously reported income/expenditure:

- a) Fixed asset investments were historically recorded at cost. These have been restated to fair value. This has resulted in changes due to the fair value movements on the investments.

8. First time adoption of FRS 102 (continued)

	As previously stated 01.01.14 £	Effect of transition 01.01.14 £	FRS 102 (as restated) 01.01.14 £	As previously stated 31.12.14 £	Effect of transition 31.12.14 £	FRS 102 (as restated) 31.12.14 £
Fixed assets	110,480		110,480	107,695		107,695
Investments (note a)	968,465	147,745	1,116,210	1,095,870	76,233	1,172,103
	<u>1,078,945</u>	<u>147,745</u>	<u>1,226,690</u>	<u>1,203,565</u>	<u>76,233</u>	<u>1,279,798</u>
Current assets	859,373		859,373	1,060,130		1,060,130
Creditors due within 1 year	(1,043,029)		(1,043,029)	(1,001,676)		(1,001,676)
Net current assets/(liabilities)	(183,656)		(183,656)	58,454		58,454
Pension surplus/(deficit)	(2,779,000)		(2,779,000)	(3,472,000)		(3,472,000)
Net assets	<u>(1,883,711)</u>	<u>147,745</u>	<u>(1,735,966)</u>	<u>(2,209,981)</u>	<u>76,233</u>	<u>(2,133,748)</u>
Funds/Reserves	<u>(1,883,711)</u>	<u>147,745</u>	<u>(1,735,966)</u>	<u>(2,209,981)</u>	<u>76,233</u>	<u>(2,133,748)</u>

Explanation of changes to previously reported funds/reserves:

- a) Fixed asset investments were historically recorded at cost. These have been restated to fair value. This has resulted in changes due to the fair value movements on the investments.

ACCOUNTING POLICIES



(see notes 74 and 75)

See policies within attached notes to the accounts.

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: RONNIE DRAPER Date: 25 / 5 / 16	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: IAN HODSON Date: 25 / 5 / 16
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CHECK LIST

(see notes 78 to 80)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSE D	<input type="checkbox"/>	TO FOLLOW	<input checked="" type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

AUDITOR'S REPORT

(see notes 81 to 86)

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

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 83 and 84)

I. YES/NO

If "No" please explain below.

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
 - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
 - (c) whether the accounts to which the report relates agree with the accounting records?
- (See section 36(3) of the 1992 Act, set out in note 83)

YES/NO

If "No" please explain below.

3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
 - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
- (See section 36(4) of the 1992 Act set out in rule 83)

YES/NO

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR21 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.
(See note 85)

AUDITOR'S REPORT (continued)

Signature(s) of auditor or auditors:	<i>Kreston Reeves LLP</i>	
Name(s):	KRESTON REEVES LLP	
Profession(s) or Calling(s):	Chartered Accountants, & Statutory Auditors	
Address(es):	Griffin House 135 High Street Crawley West Sussex RH10 1DQ	
Date:	<i>25/5/16</i>	
Contact name and telephone number:	01293 776411	

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

We have audited the financial statements on pages 1 to 16 which have been prepared under the historical cost convention and the accounting policies set out on page 7. 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 Union's members, as a body, in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). Our audit work has been undertaken so that we might state to the Union'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 Union and the Union's members as a body, for our audit work, for this report, or for the

Respective responsibilities of Executive Council and Auditors

As described on page 17 the Union's Executive Council is responsible for the preparation of the financial statements in accordance with applicable law and accounting standards. It is our responsibility to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). We also report to you if, in our opinion, the Treasurer's Report is not consistent with the financial statements, if the Union has not kept proper accounting records, if we have not received all of the information and explanations we require for our audit, or if information specified by law regarding officials' remuneration and transactions with the Union is not disclosed.

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 Union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Executive Council; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Treasurer's 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.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Union'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;
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the Union has not maintained a satisfactory system of control over its transactions; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures within the form AR21 of Officers' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Griffin House
135 High Street
Crawley
West Sussex, RH10 1DQ

Kreston Reeves *WR*
Kreston Reeves LLP
Chartered Accountants
& Statutory Auditors
Date: 25 May 2016

BAKERS, FOOD & ALLIED WORKERS UNION
2015 FINANCIAL STATEMENT TO MEMBERS

Under Section 8 of the Trade Union Reform & Employment Rights Act 1993, the Union is obliged to give the following Statement of Finances to members.

1- Salaries :

- a) Executive Council Members - In 2015 no payments were made to members of the Unions' Executive Council under Rule 21.1 (p) ;
- b) National Officers - In 2015 the salary and other benefits paid to the General Secretary were £62,416, and to the National President were £64,195.

2 - Income and Expenditure:

Total Income in 2015 = £2,923,863
Total Expenditure in 2015 = £2,801,977

3 - Contributions from Members

Contributions from members in 2015 totaled £2,612,519

4 - Political Fund:

Total Income in 2015 =£78,016 Total Expenditure in 2015 = £74,062

5 - Auditors Report to Members:

We have audited the financial statements on pages 1 to 16 which have been prepared under the historical cost convention and the accounting policies set out on page 7. 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).

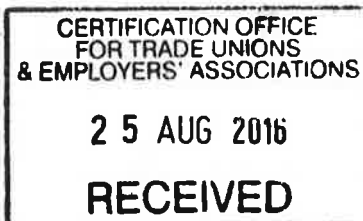
This report is made solely to the Union's members, as a body, in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). Our audit work has been undertaken so that we might state to the Union's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Union and the Union's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Executive Council and Auditors

As described on page 17 the Union's Executive Council is responsible for the preparation of the financial statements in accordance with applicable law and accounting standards. It is our responsibility to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). We also report to you if, in our opinion, the Treasurer's Report is not consistent with the financial statements, if the Union has not kept proper accounting records, if we have not received all of the information and explanations we require for our audit, or if information specified by law regarding officials' remuneration and transactions with the Union is not disclosed.

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 Union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Executive Council; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Treasurer's 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.



Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Union'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; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the Union has not maintained a satisfactory system of control over its transactions; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures within the form AR21 of Officers' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Kreston Reeves LLP

30th May 2016

Chartered Accountants

Statutory Auditors

Griffin House, 135 High Street, Crawley, West Sussex RH10 1DQ

6 - Members Complaints:

A member with any concern over, or complaint about these Accounts or the handling of the Union's finances, can avail themselves of the following procedures:

- a) Under Rule 25.1 members have the right to inspect the Union's books. This can be done by contacting Head Office.
- b) Members can raise any questions on the Union's Accounts or financial affairs by writing to the Executive Council via Head Office.
- c) A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the Union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the Officials of the Union; the Trustees of the property of the Union; the auditor or auditors of the Union; the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the Union have been or are being conducted in breach of the law or in breach of the Rules of the Union, and contemplates bringing civil proceedings against the Union or responsible Officials or Trustees, s/he should consider obtaining independent legal advice.

Conclusion:

As normal practice, each Conference delegate was supplied with a copy of the full, detailed Accounts of the Union for 2015. Any member wishing to avail themselves of these Accounts should contact their Branch Secretary. Alternatively, copies of the Union's Accounts for 2015 and the Treasurer's Report are available from Head Office, free of charge to members.

Ronnie Draper
General Secretary

