## **FORM AR27**

Trade Union and Labour Relations (Consolidation) Act 1992

## ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:	The Federation of Dredging Contractors
Year ended:	31 August 2016
List No:	126 E
Head or Main Office:	4 <sup>th</sup> Floor 15 Kingsway London WC2B 6UN
Website address (if available)	www.federationdredging.co.uk
Has the address changed during the year to which the return relates?	Yes No √ (Tick as appropriate)
General Secretary:	N.J. Armstrong
Contact name for queries regarding the completion of this return:	
Telephone Number:	0207 240 9971
e-mail:	Nigel.armstrong@alliotts.com

PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN. Any difficulties or problems in the completion of this return should be directed to the Certification Office as below or by telephone to: 020 7210 3734

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

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

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



## The Federation of Dredging Contractors Officers in Post at 31 August 2016

Chairman: Mr P. Datson

Secretary: Mr N.J. Armstrong

## **RETURN OF MEMBERS**

(see note 9)

	NUMBER OF ME	MBERS AT THE E	END OF THE YEAR			
Great Britain	(metaling					
7				7		

## **OFFICERS IN POST**

(see note 10)

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

## **CHANGE OF OFFICERS**

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

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of Change
CHAIRMAN	J.NEALE	P. DATSON	18 NOVEMBER 2015

## **REVENUE ACCOUNT/GENERAL FUND**

(see notes 11 to 16)

Previous Year			£	£
	INCOME			*
	From Members	Subscriptions, levies, etc		
	Investment income	Interest and dividends (gross) Bank interest (gross) Other (specify)		
	Other income	Rents received Insurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (specify)		
		TOTAL INCOME		
	EXPENDITURE	TOTAL INCOME		0
	Administrative exper	202		
		Remuneration and expenses of staff Occupancy costs Printing, Stationery, Post Telephones Legal and Professional fees Miscellaneous (specify) Website maintenance		0
	Other charges	Bank charges Depreciation Sums written off Affiliation fees Donations Conference and meeting fees Expenses Miscellaneous (specify)		
	Taxation			
		TOTAL EXPENDITURE		0
		Surplus/Deficit for year	-	
		Amount of fund at beginning of year	-	<b>0</b> ₩
		Amount of fund at end of year		41
		,		41

## ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2		Fund Account
Name of account:	£	£
Income		
	From members Investment income Other income (specify)	
	Total Income	
	Total Income	
Expenditure	Administrative expenses Other expenditure (specify)	
	Total Expenditure	
	Surplus (Deficit) for the year	
	Amount of fund at beginning of year Amount of fund at the end of year (as Balance Sheet)	

ACCOUNT 3			Fund
			Account
Name of		£	£
account:			
Income	S41		
	From members		
	Investment income		
	Other income (specify)		
	D1 W 34000		
	Tot	al Income	
		L	
Expenditure			
1.90	Administrative expenses		
	Other expenditure (specify)		
	(openin)	1	i i
	<del></del>		
	Total Ev	penditure	
		The second secon	
	Surplus (Deficit) for		
	Amount of fund at beginni		
	Amount of fund at the end of year (as Balan	nce Sheet)	
		لنص	

## ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 4			Fund Account
Name of account:		£	£
Income	From members Investment income Other income (specify)		
		Total Income	
Expenditure	Administrative expenses Other expenditure (specify)		
		al Expenditure	
		ficit) for the year	
	Amount of fund at be Amount of fund at the end of year (as		

ACCOUNT 5		Fund
		Account
Name of account:	£	£
Income	From members Investment income Other income (specify)	
	Total Income	
Expenditure	Administrative expenses Other expenditure (specify)	
1	Total Expenditure	
	Surplus (Deficit) for the year Amount of fund at beginning of year	
	Amount of fund at the end of year (as Balance Sheet)	

## ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 6			Fund Account
Name of account:		£	£
Income			
	From members Investment income		
	Other income (specify)		
		Total Income	
Expenditure			
	Administrative expenses		
	Other expenditure (specify)		
1	T.		
		al Expenditure	
		icit) for the year	
	Amount of fund at the analysis are		
	Amount of fund at the end of year (as	Balance Sheet)	

ACCOUNT 7			Fund Account
Name of account:		£	£
Income	From members Investment income		
	Other income (specify)		
	Tot	tal Income	
Expenditure			
	Administrative expenses Other expenditure (specify)		
		cpenditure	
	Surplus (Deficit) f Amount of fund at beginn	2 1	
	Amount of fund at the end of year (as Balar		

## BALANCE SHEET AS AT [

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(see notes 19 and 20)

Previous Year		£	£
	Fixed Assets (as at page 11)		
	Investments (as per analysis on page 13)		
	Quoted (Market value £		
	Unquoted		
	Tatalliniantinanta		
	Total Investments Other Assets		
	Sundry debtors		
41	Cash at bank and in hand		41
	Stocks of goods		
	Others (specify)		
	(,		
	Total of other		
	assets		
41	TO	TAL ASSETS	41
	Fund (Account)		
	Fund (Account)		
	Fund (Account)		
	Revaluation Reserve		
	Liabilities		
	Loans		
	Bank overdraft		
	Tax payable		
	Sundry creditors		
	Accrued expenses		
	Provisions		
	Other liabilities		
NIL	TOTA	L LIABILITIES	NIL
41	TO	TAL ASSETS	41

## **FIXED ASSETS ACCOUNT**

(see note 21)

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

## **ANALYSIS OF INVESTMENTS**

(see note 22)

		Other Funds £
QUOTED	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Quoted Investments	
UNQUOTED	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Unquoted Investments	

<sup>\*</sup> Market value of investments to be stated where these are different from the figures quoted in the balance sheet

## **ANALYSIS OF INVESTMENT INCOME** (CONTROLLING INTERESTS) (see notes 23 to 25)

Does the association, or any constituent part of the controlling interest in any limited company?	YES	NO		
If YES name the relevant companies:				
COMPANY NAME	COMPANY REGISTRA registered in England & registered)			
INCORPORATED E	MPLOYERS' ASSOCIA	TIONS		
Are the shares which are controlled by the associ				
association's name	<b>3</b>	YES	NO	
If NO, please state the names of the persons in whom the shares controlled by the association are registered.				
COMPANY NAME	NAMES OF SHAREHOLDERS			
	EMPLOYERS ASSOCIA	TIONS		
Are the shares which are controlled by the association are of the association are the	ation registered in the	YES	NO	
If NO, state the names of the persons in whom the shares controlled by the association are registered.				
COMPANY NAME	NAMES OF SHAREHOL	DERS		
		3		
			_	

## **SUMMARY SHEET**

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members			
From Investments			
Other Income (including increases by revaluation of assets)			
Total Income EXPENDITURE (including decreases by revaluation of assets) Total Expenditure			
	,		
Funds at beginning of year (including reserves)	41		41
Funds at end of year (including reserves)	41		41
ASSETS			
	Fixed Assets		
	Investment Assets		
	Other Assets		41
		Total Assets	41
LIABILITIES		Total Liabilities	-
		ı	
NET ASSETS (Total Assets less Tota	l Liabilities)		41

## **NOTES TO THE ACCOUNTS**

(see note 36)

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

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## **ACCOUNTING POLICIES**

(see notes 37 and 38)

## SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature:	Chairman's Signature: (or other official whose position should be stated)
Name: N J Armstrong	Name: P. Datson
Date: 10 FG3 2017	Date 19 FG3 2017

## **CHECK LIST**

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES	1	NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES	1	NO	
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES	1	NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES	1	NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES	1	NO	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES	<b>✓</b>	NO	

#### **AUDITOR'S REPORT**

(see notes 42 to 47)

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

1	In the opinion of the auditors or auditor do the accounts they have audited and which are contained in
	this return give a true and fair view of the matters to which they relate?
	(See section 36(1) and (2) of the 1992 Act and notes 43 and 44)

YES/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 43)

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 note 43)

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 AR27 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.

(See note 45)

#### **AUDITOR'S REPORT**

(see notes 42 to 47)

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

We have audited the accounts of The Federation of Dredging Contractors for the year ended 31 August 2016 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard For Small Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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

#### Respective responsibilities of officers and auditors

The officers are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view. Our responsibility is to audit the accounts 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 opinion

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the federation's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the officers; and the overall presentation of the accounts.

#### Opinion on the accounts

In our opinion the accounts:

- give a true and fair view of the state of the federation's affairs as at 31 August 2016.
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters that we would be required to report to you if, in our opinion:

- adequate accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or

## **AUDITOR'S REPORT** (continued)

<ul> <li>we have not received all the information</li> </ul>	tion and explanations we require f	for our audit.
A J Bennewith FCA (Senior Statutory Aud For and on behalf of A J Bennewith & Co	itor) Date: 10 5	chruany 2017
Chartered Accountants Statutory Auditors	3 Wey Court Mary Road Guildford Surrey GU1 4QU	
Name(s):	A.J.BENNEWITH	
Profession(s) or Calling(s):	cuaraens Accounton:	
Address(es):	3 WEY COUNT MARY NOAD SULLETO AD SULLET SULL YOU	
Date:	10 868 2017	
Contact name and telephone number:	A.Z. BEHREWITH 01482 539777	

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

ACCOUNTS

31 AUGUST 2016

# THE FEDERATION OF DREDGING CONTRACTORS BALANCE SHEET AS AT 31 AUGUST 2016

CURRENT ASSETS	2016 £	£	2015 £	£
Cash in hands of Treasurer		<del>7</del> 1	(4)	41
FINANCED BY				
Accumulated Surplus		41		41
ON BEHALF OF THE FEDERATION			- 2	
11/11/16				
Chairman	-			Τ,

Chairman

P. Datson

# REPORT OF THE AUDITORS TO THE MEMBERS OF THE FEDERATION OF DREDGING CONTRACTORS ON THE ACCOUNTS CONTAINED IN ITS ANNUAL RETURN FOR THE YEAR ENDED 31 AUGUST 2016

We have audited the accounts of The Federation of Dredging Contractors for the year ended 31 August 2016 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard For Small Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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

#### Respective responsibilities of officers and auditors

The officers are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view. Our responsibility is to audit the accounts 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 opinion

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the federation's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the officers; and the overall presentation of the accounts.

#### Opinion on the accounts

In our opinion the accounts:

- give a true and fair view of the state of the federation's affairs as at 31 August 2016.
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities.

# REPORT OF THE AUDITORS TO THE MEMBERS OF THE FEDERATION OF DREDGING CONTRACTORS ON THE ACCOUNTS CONTAINED IN ITS ANNUAL RETURN FOR THE YEAR ENDED 31 AUGUST 2016 (Continued)

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters that we would be required to report to you if, in our opinion:

- adequate accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

A J Bennewith FCA, FCPA, FFA, DChA, FRSA

(Senior Statutory Auditor)

For and on behalf of A J Bennewith & Co

Chartered Accountants Statutory Auditors Date: 9 February 2017

3 Wey Court Mary Road Guildford Surrey GU1 4QU

## INCOME AND EXPENDITURE ACCOUNT

## FOR THE YEAR ENDED 31 AUGUST 2016

		2016 £	2015 £
INCOME		1	
EXPENDITURE			
	7.0	Laure I.	
DEFICIT/SURPLUS for the year			
SURPLUS as at 1 September 2015	, 7x = 1	41	41
SURPLUS carried forward		<u>41</u>	<u>41</u>

#### NOTE

In accordance with FRSSE, which has been adopted, no cash flow statement has been prepared as the Federation is a small entity within the definition of the standard and is therefore exempted.