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FORM AR21

To be used for reporting years starting on or after 6 April 2015

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	Independent Pilots Association
Year ended:	June 2016
List no:	769T
Head or Main Office:	38-42A South Road Haywards Heath West Sussex RH16 4LA
Website address (if available)	www.ipapilot.com
Has the address changed during the year to which the return relates?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> (Click the appropriate box)
General Secretary:	Philip Flower
Telephone Number:	01444 441149
Contact name for queries regarding	Lisa Jones
Telephone Number:	01444 441149
E-mail:	Finance@ipapilot.com

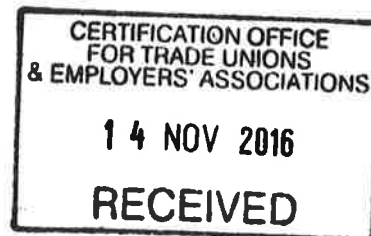
PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.

Any difficulties or problems in the completion of this return should be directed to the Certification 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 June 2016)

Independent Pilots Association

2nd Floor, 38-42a South Road, Haywards Heath, West Sussex, RH16 4LA
tel: +44 (0)1444 441149 email: office@ipapilot.com www.ipapilot.com



Schedule of Officers @ 30 June 2016

Title of Office	Name of Officer Appointed
General Secretary	Mr Philip Flower

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	555	10	0	29	594
FEMALE	28	1	0	0	29
TOTAL	583	11	0	29	A 623

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

6

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

623

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

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		90739
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		90739
Investment income (as at page 12)		1
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		
Total of other income (as at page 4)		0
	TOTAL INCOME	90740
EXPENDITURE		
Benefits to members (as at page 5)		69907
Administrative expenses (as at page 10)		11456
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
	TOTAL EXPENDITURE	81363
Surplus (deficit) for year		9376
Amount of general fund at beginning of year		47161
Amount of general fund at end of year		56537

BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
TOTAL FEDERATION AND OTHER BODIES		
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		brought forward	32265
Legal costs	32265	Education and Training services	
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications		Salary Costs	37642
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
carried forward	32265	Total (should agree with figure in General Fund)	69907

(See notes 24 and 25)

FUND 2		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 3		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 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		
	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 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		

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		
	Investment income (as at page 12)		
	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 of political fund at beginning of year	
		Amount of political fund at the end of year (as Balance Sheet)	
		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	

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		7286
Salaries and Wages included in above	£4075	
Auditors' fees		672
Legal and Professional fees		
Occupancy costs		
Stationery, printing, postage, telephone, etc.		3261
Expenses of Executive Committee (Head Office)		
Expenses of conferences		
Other administrative expenses (specify)		
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		237
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Total		11456
Charged to:	General Fund (Page 3)	11456
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
Total		11456

(see notes 34 to 44 below)

11

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			1
Other investment income (specify)			
			1
Total investment income			1
Credited to:			
General Fund (Page 3)			1
Fund (Account)			
Fund (Account)			
Fund (Account)			
Fund (Account)			
Fund (Account)			
Political Fund			
Total Investment Income			1

BALANCE SHEET as at 30/06/2016

(see notes 47 to 50)

Previous Year		£	£
948	Fixed Assets (at page 14)		711
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		711
	Other Assets		
	Loans to other trade unions		
	Sundry debtors		
119139	Cash at bank and in hand	122436	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
119139	Total of other assets		122436
	TOTAL 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		
3	Tax payable		3
2256	Sundry creditors		1919
70667	Accrued expenses		64688
	Provisions		
	Other liabilities		
72926	TOTAL LIABILITIES		66610
47161	TOTAL ASSETS		56537

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			4226			4226
Additions						
Disposals						
Revaluation/Transfers						
At end of year			4226			4226
Accumulated Depreciation						
At start of year			3278			3278
Charges for year			237			237
Disposals						
Revaluation/Transfers						
At end of year			3515			3515
Net book value at end of year			711			711
Net book value at end of previous year			948			948

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)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investment		
UNQUOTED	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	TOTAL UNQUOTED (as Balance Sheet)		
	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?		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 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	90739		
From Investments	1		
Other Income (including increases by revaluation of assets)			
Total Income	90740		
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	81363		
Funds at beginning of year (including reserves)	47161		
Funds at end of year (including reserves)	56537		
ASSETS			
Fixed Assets			711
Investment Assets			
Other Assets			122436
Total Assets			123147
LIABILITIES			
Total Liabilities			66610
NET ASSETS (Total Assets less Total Liabilities)			56537

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.

ACCOUNTING POLICIES

(see notes 74 and 75)

Basis of Accounting

The Financial Statements have been prepared under the historical cost convention, and in accordance with applicable UK accounting standards.

Depreciation


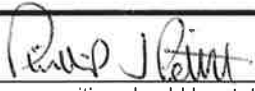
Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings - 25% reducing balance basis

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: <u>P. H. Flower</u> Date: <u>7/11/16</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>P. PETTIT</u> Date: <u>10-11-16</u>
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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)	ENCLOSED	<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"/>
IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED (See Pages 23 and 24 and Notes 88 to 94)	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)

YES

If "No" please explain below.

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

YES

If "No" please explain below.


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

YES

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this 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:	<div style="border: 1px solid black; padding: 5px; min-height: 40px;">  </div>	
Name(s):	<div style="border: 1px solid black; padding: 5px; min-height: 20px;">CHRISTOPHER WHITLEY-JONES</div>	
Profession(s) or Calling(s):	<div style="border: 1px solid black; padding: 5px; min-height: 20px;">FCA (ICAEW)</div>	
Address(es):	<div style="border: 1px solid black; padding: 5px; min-height: 40px;"> PRB ACCOUNTANTS LLP KINGFISHER HOUSE HURSTWOOD CLANGE HURSTWOOD LANE HAYWARDS HEATH RH17 7QX </div>	
Date:	<div style="border: 1px solid black; padding: 5px; min-height: 20px;">20.10.16</div>	
Contact name and telephone number:	<div style="border: 1px solid black; padding: 5px; min-height: 20px;">01444 458252</div>	

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

INDEPENDENT PILOTS ASSOCIATION

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

YEAR ENDED 30TH JUNE 2016

We have audited the financial statements of Independent Pilots Association for the year ended 30 June 2016 on pages 5 to 8. 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. 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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the union members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF OFFICERS AND AUDITOR

As explained more fully in the Statement of Responsibilities of the Executive Council set out on page 2, the Executive Council is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit 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 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 Officer'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 30 June 2016 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 (amended).

INDEPENDENT PILOTS ASSOCIATION

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION *(continued)*

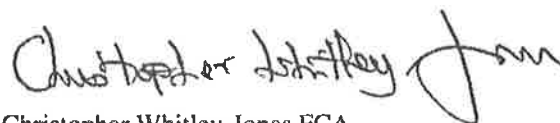
YEAR ENDED 30TH JUNE 2016

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 (amended) 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
- a satisfactory system of control over transactions has not been maintained
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of officers' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Kingfisher House
Hurstwood Grange
Hurstwood Lane
Haywards Heath
West Sussex
RH17 7QX



Christopher Whitley-Jones FCA
(Senior Statutory Auditor)
For and on behalf of PRB Accountants LLP
Chartered Accountants and Statutory Auditors

20/10/16

MEMBERSHIP AUDIT CERTIFICATE

(see notes 88 to 94)

made in accordance with section 24ZD of the
Trade Union and Labour Relations (Consolidation) Act 1992.

At the end of the reporting period preceding the one to which this audit relates was the total membership of the trade union greater than 10,000?

YES/NO

If "YES" please complete SECTION ONE below or provide the equivalent information on a separate document to be submitted with the completed AR21.

If "NO" please complete SECTION TWO below or provide the equivalent information on a separate document to be submitted with the completed AR21.

MEMBERSHIP AUDIT CERTIFICATE SECTION ONE

*For a trade union with more than 10,000 members, required by section 24ZB of the 1992 Act to
appoint an independent assurer*

5. In the opinion of the assurer appointed by the trade union was the union's system for compiling and maintaining its register of the names and addresses of its members satisfactory to secure, so far as is reasonably practicable, that the entries in its register were accurate and up-to-date throughout the reporting period?

YES/NO

6. In the opinion of the assurer has he/she obtained the information and explanations necessary for the performance of his/her functions?

YES/NO

If the answer to **either** questions 5 or 6 is "NO" the assurer must:

- (a) set out below the assurer's reasons for stating that
- (b) provide a description of the information or explanation requested or required which has not been obtained
- (c) state whether the assurer required that information or those explanations from the union's officers, or officers of any of its branches or sections under section 24ZE of the 1992 Act
- (d) **send a copy of this certificate to the Certification Officer as soon as is reasonably practicable after it is provided to the union.**

MEMBERSHIP AUDIT CERTIFICATE (continued)

Signature of assurer	
Name	
Address	
Date	
Contact name and telephone number	

MEMBERSHIP AUDIT CERTIFICATE


SECTION TWO

For a trade union with no more than 10,000 members at the end of the reporting period preceding the one to which this audit relates.

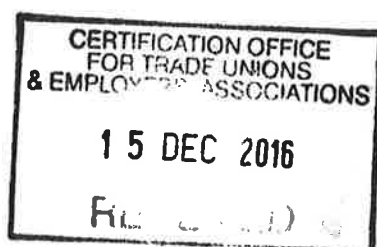
To the best of your knowledge and belief has the trade union during this reporting period complied with its duty to compile and maintain a register of the names and addresses of its members and secured, so far as is reasonably practicable, that the entries in the register are accurate and up-to-date?

YES/NO

If "NO" Please explain below:

Signature	
Name	P. Peter
Office held	CHAIRMAN
Date	10-11-16

30TH JUNE 2016



INDEPENDENT PILOTS ASSOCIATION

FINANCIAL STATEMENTS

YEAR ENDED 30TH JUNE 2016

CONTENTS	PAGE
Executive Council and Other Information	1
Annual Statement to Members & Statement of Executive Council's Responsibilities	2
Independent Auditor's Report to the Members	3 - 4
Income and Expenditure Account	5
Balance Sheet	6
Notes to the Financial Statements	7 - 8

INDEPENDENT PILOTS ASSOCIATION

EXECUTIVE COUNCIL

Chairman	Phillip Petitt
Treasurer	Noel Baker
Voting Members	Damon Hart Noel Baker James West Richard Lotinga Phillip Petitt Paul Howard

OTHER INFORMATION

General Secretary	Phillip Flower
Trustees	Greg Casser Ivor Gibbs Peter Jackson George Baczkowski
Head Office	2 nd Floor 38-42a South Road Haywards Heath West Sussex RH16 4LA

INDEPENDENT PILOTS ASSOCIATION

THE EXECUTIVE COUNCIL'S REPORT AND STATEMENT TO MEMBERS

INCOME AND EXPENDITURE

The total income of the Union for the period was £90,740. This amount included payments of £90,739 in respect of membership of the Union. The Union's total expenditure for the period was £81,363. The Union does not maintain a political fund.

SALARY PAID TO THE GENERAL SECRETARY AND/OR MEMBERS OF THE EXECUTIVE COUNCIL

The General Secretary of the Union was paid £37,642 in respect of salary for the year.

IRREGULARITY STATEMENT

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 rules of the union and contemplates bringing civil proceedings against the Union or responsible Officials or Trustees, he should consider obtaining independent legal advice.

STATEMENT OF RESPONSIBILITIES OF THE EXECUTIVE COUNCIL

The Trade Union and Labour Relations (consolidation) Act 1992 (amended) requires the Union to submit a return each year to the Certification Officer. The return contains accounts which must give a true and fair view of the state of affairs of the Union at the year-end and of the surplus or deficit of the Union for that period. The financial statements set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

The requirement to prepare financial statements that give a true and fair view is the responsibility of the Executive Council. The Executive Council is responsible for preparing accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In preparing these Financial Statements, the Executive Council is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed
- prepare the Financial Statements on the going concern basis unless it is inappropriate to do so.

The Executive Council is responsible for keeping adequate accounting records that are sufficient to show and explain the Union's transactions and disclose with reasonable accuracy at any time the financial position of the Union. The Executive Council is also responsible for safeguarding the assets of the Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities, as well as establishing and maintaining a satisfactory system of control of the Union's accounting records, its cash holdings and all its receipts and remittances.

In so far as the Executive Council is aware:

- there is no relevant audit information of which the Union's Auditor is unaware; and
- the Executive Council has taken all steps that it ought to have taken to make it aware of any relevant audit information and to establish that the Auditor is aware of that information.

Signed by

P PETITT

INDEPENDENT PILOTS ASSOCIATION

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION

YEAR ENDED 30TH JUNE 2016

We have audited the financial statements of Independent Pilots Association for the year ended 30 June 2016 on pages 5 to 8. 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. 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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the union members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF OFFICERS AND AUDITOR

As explained more fully in the Statement of Responsibilities of the Executive Council set out on page 2, the Executive Council is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit 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 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 Officer'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 30 June 2016 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 (amended).

INDEPENDENT PILOTS ASSOCIATION

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INDEPENDENT PILOTS ASSOCIATION *(continued)*

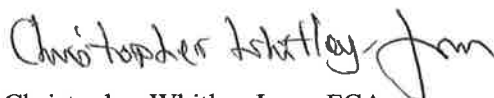
YEAR ENDED 30TH JUNE 2016

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 (amended) 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
- a satisfactory system of control over transactions has not been maintained
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of officers' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Kingfisher House
Hurstwood Grange
Hurstwood Lane
Haywards Heath
West Sussex
RH17 7QX



Christopher Whitley-Jones FCA
(Senior Statutory Auditor)
For and on behalf of PRB Accountants LLP
Chartered Accountants and Statutory Auditors

20.10.16

INDEPENDENT PILOTS ASSOCIATION**INCOME AND EXPENDITURE ACCOUNT****YEAR ENDED 30TH JUNE 2016**

	Note	2016 £	2015 £
INCOME			
Member Subscriptions		90,739	75,760
Other Income		-	299
Bank Interest Receivable		1	7
TOTAL INCOME		90,740	76,066
LESS : EXPENDITURE			
Salaries and Subcontractors	41,717	41,440	
Staff pension contributions	1,400	-	
Travel and Subsistence	1,811	3,494	
Telephone and Computer	327	887	
Printing, Stationery and Postage	-	703	
Sundry Expenses	1,764	1,140	
Advertising	1,170	970	
Legal and Professional Fees	32,265	37,862	
Accountancy Fees	672	773	
Depreciation of Fixtures and Fittings	237	316	
TOTAL EXPENDITURE		(81,363)	(87,585)
SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION		9,376	(11,519)
Tax on Surplus/(Deficit) on Ordinary Activities 5		-	(1)
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		9,376	(11,520)
Balance Brought Forward		47,161	58,681
Balance Carried Forward		56,537	47,161

All of the activities of the Union are classed as continuing.

The Union has no recognised gains or losses other than the results for the year as set out above.

The notes on pages 7 to 8 form part of these financial statements.

INDEPENDENT PILOTS ASSOCIATION

BALANCE SHEET

30TH JUNE 2016

	Note	2016 £	2015 £
FIXED ASSETS			
Tangible Assets	6	711	948
CURRENT ASSETS			
Cash at Bank		122,436	119,139
TOTAL CURRENT ASSETS		<u>122,436</u>	<u>119,139</u>
CREDITORS: Amounts falling due within one year			
Trade Creditors		-	-
Corporation Tax		3	3
PAYE and Social Security		1,919	2,256
Accruals and Deferred Income		64,688	70,667
TOTAL CURRENT LIABILITIES		<u>66,610</u>	<u>72,926</u>
NET CURRENT ASSETS		<u>55,826</u>	<u>46,213</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>56,537</u>	<u>47,161</u>
REPRESENTED BY, GENERAL FUNDS:			
Brought Forward at 1st July 2015		47,161	58,681
Surplus/Deficit for the year		9,376	(11,520)
Carried Forward at 30th June 2016		<u>56,537</u>	<u>47,161</u>

These Financial Statements were approved for issue on 28 Nov 16, on behalf of the Union by:



P PETITT



P FLOWER

INDEPENDENT PILOTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30TH JUNE 2016

1. ACCOUNTING POLICIES

Basis of Accounting

The Financial Statements have been prepared under the historical cost convention, and in accordance with applicable UK accounting standards.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings - 25% reducing balance basis

2. PARTICULARS OF EMPLOYEES

The average number of staff employed by the Union during the financial year was:

	2016 No	2015 No
Number of staff	<u>1</u>	<u>1</u>

The aggregate payroll costs of the above were:

	2016 £	2015 £
Wages and Salaries	37,642	37,384
Social Security Costs	<u>4,075</u>	<u>4,056</u>
	<u>41,717</u>	<u>41,440</u>

3. TRANSACTIONS WITH MEMBERS OF THE EXECUTIVE COUNCIL AND GENERAL SECRETARY

During the year, the Union paid the following amounts to Members of the Executive Council, General Secretary, included in Salaries, in the Income and Expenditure Account:

	2016 £	2015 £
P Flower	<u>37,642</u>	<u>37,384</u>

INDEPENDENT PILOTS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30TH JUNE 2016

4. OTHER RELATED PARTY TRANSACTIONS

During the year, the Union received its Subscription Income of £90,739 (2015 - £75,760) via the Independent Pilots Association, a company limited by guarantee, which is affiliated to the Union. At the year end the Union owed £63,268 (2015 - £69,157) to the Independent Pilots Association in respect of recharges.

5. TAXATION ON ORDINARY ACTIVITIES

	2016 £	2015 £
Current tax:		
UK Corporation tax based on the results for the year at 20% (2015 – 20%)	-	1
Total current tax	-	1

6. TANGIBLE FIXED ASSETS

	Fixtures & Fittings £
COST	
At 1st July 2015	4,226
Additions	-
Disposals	-
At 30th June 2016	4,226
DEPRECIATION	
At 1st July 2015	3,278
Charge for the year	237
On disposals	-
At 30th June 2016	3,515
NET BOOK VALUE	
At 30th June 2016	711
At 30th June 2015	948

7. LEGAL DEFENCE FUND

The Union maintains its own legal defence fund for the benefit of members. This is maintained as part of the general fund and reviewed by the Executive Council on a quarterly basis.