### **FORM AR27**

Trade Union and Labour Relations (Consolidation) Act 1992

### ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:	Association of Newspaper and Magazine Wholesalers			
Year ended:	31 MARCH 2016			
List No:	82E			
Head or Main Office:	CO SMITHS NEWS ROWAN HOUSE KEMPREY PARK. SWINDON SNZ 8UH.			
Website address (if available)	www.anmw.co.uk'			
Has the address changed during the year to which the return relates?	Yes No / (Tick as appropriate)			
General Secretary:	HOWARD BIBCN.			
Contact name for queries regarding the completion of this return:	HOWBAD BIRCH'			
Telephone Number:	01793 563692			
e-mail:	howard, briting smiths news, co, u x.			

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 ard:

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 CERTIFICATION OFFICE
FOR TRADE UNIONS
& EMPLOYERS' ASSOCIATIONS

2 6 OCT 2016

RECEIVED

### **Association of Newspaper and Magazine Wholesalers**

### **List of Officers**

Trustees

Mark Cashmore

**Smiths News** 

Mark Cassie

**Menzies Distribution** 

**Management Committee** 

**Howard Birch** 

**Smiths News** 

Chair & Co Sec

Iain McDowall

**Menzies Distribution** 

Simon Gage

**Smiths News** 

**Grant Jordan** 

**Menzies Distribution** 



## **RETURN OF MEMBERS**

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR						
Great Britain						
3	3 1 - 3 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
Taustee	DAULD COOKE	MARK CHALLE	1/4/15
HANAHEMONT COMMITTEE	MARK CHARLTON	פטפט מערווצ	1/4/15
MANA GEMENT COMMITTEE	באומים כטומב	GRANT JURANN	1/4/15"

# **REVENUE ACCOUNT/GENERAL FUND**

(see notes 11 to 16)

Previous	* * * * * * * * * * * * * * * * * * *		£	£
Year	INCOME			
105393	From Members	Subscriptions, levies, etc		139105
	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		139105
		TOTAL INCOME		124107
	EXPENDITURE Administrative expens	ses Remuneration and expenses of staff Occupancy costs Printing, Stationery, Post Telephones Legal and Professional fees		<i>(</i> , , , , , , )
3750		Miscellaneous (specify)		6150
22	Other charges	Bank charges Depreciation Sums written off Affiliation fees Donations Conference and meeting fees Expenses Miscellaneous (specify)		9250
	8	SUBSCE PTIONS		
0000		SUBSCRIPTIONS PROJECTI		121867
89c51	Taxation			
104223		TOTAL EXPENDITURE		137281
(170		Surplus/Deficit for year		1824
Lucs 3		Amount of fund at beginning of year		125683
45683		Amount of fund at end of year		47507

## 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)		
	Ş	Total Income	
		Total income	
Expenditure	Administrative expenses Other expenditure (specify)		
	` /		
	/		
		I Expenditure	
		cit) for the year	
	Amount of fund at the and of year (as E		
	Amount of fund at the end of year (as B	salance Sneet)	
			-
4000111170			
ACCOUNT 3			Fund Account
Name of account:		£	
Name of		£	Account
Name of account:	From members	£	Account
Name of account:	Investment income	£	Account
Name of account:	From members Investment income Other income (specify)	£	Account
Name of account:	Investment income	£	Account
Name of account:	Other income (specify)	£ Total Income	Account
Name of account:	Other income (specify)		Account
Name of account: Income	Other income (specify)		Account
Name of account:	Investment income Other income (specify)		Account
Name of account: Income	Other income (specify)		Account
Name of account: Income	Other income (specify)  Administrative expenses		Account
Name of account: Income	Other income (specify)  Administrative expenses		Account
Name of account: Income	Administrative expenses Other expenditure (specify)		Account
Name of account: Income	Administrative expenses Other expenditure (specify)	Total Income	Account
Name of account: Income	Administrative expenses Other expenditure (specify)	Total Income  I Expenditure  cit) for the year ginning of year	Account

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

## 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)		
	Sur	Total Expenditure	
	Amount of at the end of	fund at beginning of year year (as Balance Sheet)	
	7 II Journ of Taria at the oria of	Jour (de Bulantes enlest)	
ACCOUNT 7			
ACCOUNT			Fund Account
Name of		£	
	From members Investment income Other income (specify)		Account
Name of account:	Investment income	£  Total Income	Account
Name of account:	Investment income		Account
Name of account: Income	Investment income Other income (specify)  Administrative expenses Other expenditure (specify)		Account

# BALANCE SHEET AS AT [ 31 MORCH 2016 ]

(see notes 19 and 20)

Previous Year	(occ notes re		£	£
	Fixed Assets (as at page 11)			
	Investments (as per analysis on page	13)		
	Quoted (Market value £	)		
	Unquoted			
	T-0	tal Investments		
	Other Assets	iai ilivesillellis		
71961	Sundry debtors			125593
21961	Cash at bank and in hand			125593
	Stocks of goods			
	Others (specify)			
		tal of other		
9090	assets	, 	FAL AGOETO	1 1.66 - 0
89860	<i>a</i>	101	TAL ASSETS	(102110.7
		1		
		Fund (Account)		ri .
*		Fund (Account)		
		Fund (Account)		
		evaluation Reserve		
	Liabilities			
	Loans Bank overdraft			
	Tax payable		2	
2	Sundry creditors	}	<14516	
3750	Accrued expenses		S4414 43540	
3 ( )	Provisions		ت عامد	
	Other liabilities			
44177		TOTAL	L LIABILITIES	<u> </u>
45683			TAL ASSETS	47507
4-0,3				

# **FIXED ASSETS ACCOUNT**

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION At start of period		8000		8000
Additions during period				
Less: Disposals during period				
Less: DEPRECIATION:		8,000		8000
Total to end of period				
BOOK AMOUNT at end of period		NIC		110
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
AS BALANCE SHEET		RIC		NIC

## **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	
LINGUATER		
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?	ne association, have a	極	NO
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRA registered in England & registered)		
INCORDORATED	EMPLOYERS' ASSOCIA	TIONS	
		TIONS	T
Are the shares which are controlled by the associ	auon registered in the	YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	MAMES OF SHAREHO		
	EMPLOYERS ASSOCIA	ATIONS	
Are the shares which are controlled by the associ names of the association's trustees?	ation registered in the	YE8	NO
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHO	LDERS	

# **SUMMARY SHEET**

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	130102		139,05
From Investments			
Other Income (including increases by revaluation of assets)			
Total Income	139105		139105
EXPENDITURE (including decreases by revaluation of assets)  Total Expenditure	(37281		137281
Funds at beginning of year (including reserves)	125683		45683
Funds at end of year (including reserves)	47507		U5683 U7507
ASSETS			
	Fixed Assets		
	Investment Assets		
	Other Assets		
		Total Assets	145463
LIABILITIES		Total Liabilities	97956
13-	-		
NET ASSETS (Total Assets less Total	al Liabilities)		47507

### NOTES TO THE ACCOUNTS

(see note 36)

### THE ASSOCIATION OF NEWSPAPER AND MAGAZINE WHOLESALERS

### NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2016

### 1. ACCOUNTING POLICIES

### Basis of preparation of accounts

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

### Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office furniture, fixtures and equipment

25% reducing balance basis

Computer equipment

25% straight line basis

### Deferred taxation

The charge for taxation takes into account taxation deferred as a result of timing differences between the treatment of certain items for taxation and accounting purposes. In general, deferred taxation is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

### Turnover

Turnover represents the value of subscriptions and other services provided, stated net of Value Added Tax.

### 2. TURNOVER

In the year to 31 March 2016, less than 1% (2015: less than 1%) of the Association's turnover was derived from markets outside the United Kingdom.

### 3. OPERATING SURPLUS

The operating surplus is stated after charging:

2016 2015

£

Auditors remuneration

£3750 £3750

£

### 4. TAX ON SURPLUS ON ORDINARY ACTIVITIES

There is no charge to corporation tax for the year under review because of losses incurred in previous years, which are available to offset against future profits. (2015: No tax liability).

### NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2016

	Computer equipment	Office equipment	Total
COST	£	${f  ext{\pounds}}$	$\overline{\mathfrak{T}}$
At 1 April 2015	3000	5000	8000
Additions	æ	: <b>:</b> :::	-
Disposals	<u></u>		
At 31 March 2016	3000	5000	8000
ACCUMULATED DEPRECIATION			
4.1.4. 10015	2000	7000	0000

At 1 April 2015 Charge for the year Disposals At 31 March 2016	3000	5000	8000 - 8000
NET BOOK VALUE			
At 31 March 2016	£	£	£

At 31 March 2015	£	£	£

### 6. <u>DEBTORS AND PREPAYMENTS</u>

TANGIBLE FIXED ASSETS

Due within one year:

5.

	<u>2016</u>	<u>2015</u>
	$\underline{\mathbf{t}}$	£
Subscriptions and services	8626	6080
Prepayments	6433	<b>:=</b> 0
Taxation recoverable	_4811	11819
	£19869	£17899

### NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2016

#### CREDITORS: Amounts falling due within one year 7

CREDITORS. Amounts faming due within one year	2016	2015
	$\overline{\mathfrak{T}}$	$\underline{\mathfrak{t}}$
Subscriptions received in advance	29904	20000
Trade creditors	24510	20425
Accruals	43540	3750
Corporation tax	2	2
	£97956	£44177

#### 8 **DEFERRED TAXATION**

There is no potential liability to deferred taxation (2015: Nil).

### 9.

RECONCILIATION OF RESERVES	Accumulated Reserves
	$\overline{\mathfrak{T}}$
Balance at 1 April 2015 Surplus for the year	45683 
Balance at 31 March 2016	£47507

#### 10. **CONTINGENT LIABILITIES**

The Association had no contingent liabilities at 31 March 2016 (2015: None)

#### 11. **CAPITAL COMMITMENTS**

The Association had no capital commitments at 31 March 2016 (2015: None).

## **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: Name: How area Tirech	Chairman's manufacturent committee  Signature: (or other official whose position should be stated)  Name: Simon Grave
Date: 2410/16	Date: 24/16/16 ·

## **CHECK LIST**

(see note 41)

(please tick as appropriate)

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

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/的

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)

#### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ASSOCIATION

We have audited the accounts of The Association of Newspaper and Magazine Wholesalers for the year ended 31 March 2016 on pages 4 to 8. The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to smaller entities).

This report is made solely to the Association's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extend permitted by law we do not accept or assume responsibility to anyone other than the Association and the Association'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

As described in the Statement of Officers' Responsibilities on page 1, the Association's officers are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards, (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements, including the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992, and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board (APB's) Ethical Standards for Auditors.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the rules of the Association. We also report to you if, in our opinion, the Association has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

### Scope of the Audit of the Accounts

We conducted our audit in accordance International Standard on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the officers in the preparation of the accounts, and of whether the accounting policies are appropriate to the association's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

### Opinion on Accounts

In our opinion, the accounts give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, of the state of the association's affairs as at 31 March 2016 and of its profit for the year then ended.

### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ASSOCIATION (Continued)

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept;
- The financial statements are not in agreement with the accounting records or returns;
- We have not received all the information and explanations we require for our audit, or
- The officers were not entitled to prepare the financial statements in accordance with the small companies regime.

MIKE GIBSON (Senior Statutory Auditor) For and on behalf of COOPER GIBSON

Chartered Accountants and

Statutory Auditors

32 Parkfield Gardens Harrow Middlesex HA2 6JR

 $\mathcal{O}_{\text{October 2016}}$ 

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

Signature(s) of auditor or auditors:	Noch	
Name(s):	MIKE GIBSON	
Profession(s) or Calling(s):	Accordion	
Address(es):	1785000 1785000 17850000 178500000	
Date:	(ve 110, V6	
Contact name and telephone number:	MAKE CURBY 620 2423 3603	

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 MARCH 2016

COOPER GIBSON Chartered Accountants 32 Parkfield Gardens Harrow Middlesex HA2 6JR

#### STATEMENT OF OFFICERS AND THEIR RESPONSIBILITIES

The Association requires its officers to prepare accounts for each financial year which give a true and fair view of the state of affairs of the association and of the surplus or deficit of the association for the period. The officers have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). In preparing these accounts, the officers are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the association will continue in business.

The officers are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the association. They are also responsible for safeguarding the assets of the association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Statement of disclosure of information to auditors

The officers of the association who held office at the date of approval of these accounts confirm that:

So far as they are aware, there is no relevant audit information (information needed by the auditors in connection with preparing this report) of which the auditors are unaware; and

They have taken all the steps that they ought to have taken as officers in order to make themselves aware of any relevant audit information and to establish that the association's auditors are aware of that information.

### **Officers**

The officers representing the association as at 31 March 2016 were as follows:

#### Trustees:

Mark Cashmore, Smiths News Mark Cassie, Menzies Distribution

### Management Committee:

Howard Birch, Smiths News (Chairman) Iain MaDowell, Menzies Distribution Simon Gage, Smiths News Grant Jordan, Menzies Distribution

#### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ASSOCIATION

We have audited the accounts of The Association of Newspaper and Magazine Wholesalers for the year ended 31 March 2016 on pages 4 to 8. The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to smaller entities).

This report is made solely to the Association's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extend permitted by law we do not accept or assume responsibility to anyone other than the Association and the Association'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

As described in the Statement of Officers' Responsibilities on page 1, the Association's officers are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards, (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements, including the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992, and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board (APB's) Ethical Standards for Auditors.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the rules of the Association. We also report to you if, in our opinion, the Association has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

#### Scope of the Audit of the Accounts

We conducted our audit in accordance International Standard on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the officers in the preparation of the accounts, and of whether the accounting policies are appropriate to the association's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

### Opinion on Accounts

In our opinion, the accounts give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, of the state of the association's affairs as at 31 March 2016 and of its profit for the year then ended.

### INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ASSOCIATION (Continued)

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept;
- The financial statements are not in agreement with the accounting records or returns;
- We have not received all the information and explanations we require for our audit, or
- The officers were not entitled to prepare the financial statements in accordance with the small companies regime.

MIKE GIBSON (Senior Statutory Auditor)
For and on behalf of COOPER GIBSON
Chartered Accountants and
Statutory Auditors

32 Parkfield Gardens Harrow Middlesex HA2 6JR

October 2016

### INCOME AND EXPENDITURE ACCOUNT

### FOR THE YEAR ENDED 31 MARCH 2016

		<u>2016</u>	2015
	Notes	£	$\overline{\mathfrak{T}}$
TURNOVER	1,2	139105	105393
Administration costs		137281	104223
SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION	3	1824	1170
Tax on surplus on ordinary activities	4		
SURPLUS ON ORDINARY ACTIVITIES AFTER TAXATION BEING SURPLUS FOR THE FINANCIAL YEAR		£ 1824	£ 1170

The notes on pages 6 to 8 form part of these accounts.

### BALANCE SHEET AS AT 31 MARCH 2016

			2016		2015
	Notes	$\underline{\mathbf{f}}$	£	$\underline{\mathfrak{t}}$	$\overline{\mathfrak{T}}$
FIXED ASSETS					
Tangible assets	5		-	;ā	<b>:</b>
CURRENT ASSETS					
Debtors Cash at bank and in hand	6	19870 125593 145463		17899 <u>71961</u> 89860	
CREDITORS: Amounts falling due within one year	7	97956		44177	
NET CURRENT ASSETS			47507		45683
TOTAL ASSETS LESS CURRENT LIABILITIES			£47507		£45683
					***************************************
REPRESENTED BY:					
ACCUMULATED FUND	9		£47507		£45683

The accounts have been prepared in accordance with the special provisions relating to organisations subject to the small organisations regime.

The accounts were approved by the Management Committee on 25 October 2016 and signed by Mr Howard Birch on their behalf.

HOWARD BIRCH On Behalf of the Management Committee

The notes on pages 6 to 8 form part of these accounts.

#### NOTES TO THE ACCOUNTS

#### FOR THE YEAR ENDED 31 MARCH 2016

#### ACCOUNTING POLICIES

### Basis of preparation of accounts

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

### Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office furniture, fixtures and equipment

25% reducing balance basis

Computer equipment

25% straight line basis

#### Deferred taxation

The charge for taxation takes into account taxation deferred as a result of timing differences between the treatment of certain items for taxation and accounting purposes. In general, deferred taxation is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

#### Turnover

Turnover represents the value of subscriptions and other services provided, stated net of Value Added Tax.

### 2. TURNOVER

In the year to 31 March 2016, less than 1% (2015 : less than 1%) of the Association's turnover was derived from markets outside the United Kingdom.

### 3. OPERATING SURPLUS

The operating surplus is stated after charging:

<u>2016</u> <u>2015</u>

£

Auditors remuneration

£3750 £3750

£

### 4. TAX ON SURPLUS ON ORDINARY ACTIVITIES

There is no charge to corporation tax for the year under review because of losses incurred in previous years, which are available to offset against future profits. (2015: No tax liability).

### NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2016

5.	TANGIBLE FIXED ASSETS	Computer equipment	Office equipment	<u>Total</u>	
		$\underline{\mathbf{t}}$	£	£	
	COST				
	At 1 April 2015	3000	5000	8000	
	Additions			(=	
	Disposals At 31 March 2016	3000	5000	8000	
	ACCUMULATED DEPRECIATION				
	At 1 April 2015	3000	5000	8000	
	Charge for the year		37	-	
	Disposals				
	At 31 March 2016	3000	<u>5000</u>	8000	
	NET BOOK VALUE				
	At 31 March 2016	£	£	£	
	At 31 March 2015	£	£	£	

### 6. DEBTORS AND PREPAYMENTS

Due within one year:	<u>2016</u>	2015
	$\overline{\mathfrak{T}}$	$\underline{\mathbf{f}}$
Subscriptions and services Prepayments Taxation recoverable	8626 6433 4811	6080 - 11819
	£19869	£17899

### NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2016

CREDITORS: Amounts falling due within one year

Subscriptions received in advance

<u>2015</u>	<u>2016</u>
£	£
20000 20425 3750 2	29904 24510 43540 2
£44177	£97956

#### **DEFERRED TAXATION** 8

Trade creditors Accruals Corporation tax

There is no potential liability to deferred taxation (2015: Nil).

### 9.

RECONCILIATION OF RESERVES	Accumulated Reserves
	$\underline{\mathbf{t}}$
Balance at 1 April 2015 Surplus for the year	45683 1824
Balance at 31 March 2016	£47507
	<del></del>

#### **CONTINGENT LIABILITIES** 10.

The Association had no contingent liabilities at 31 March 2016 (2015: None)

#### CAPITAL COMMITMENTS 11.

The Association had no capital commitments at 31 March 2016 (2015: None).

### DETAILED INCOME AND EXPENDITURE ACCOUNT

### FOR THE YEAR ENDED 31 MARCH 2016

	<u>2016</u>			2015	
	$\underline{\mathfrak{L}}$	$\underline{\mathfrak{t}}$	$\underline{\mathfrak{t}}$	£	
NCOME					
Members subscriptions and services		115506		64452	
Unique Retailer Numbering Scheme		23599 139105		40941 105393	
LESS: EXPENDITURE					
ADMINISTRATIVE CHARGES					
Audit and accounting	6150		3750		
Subscriptions and publications	9250		11000		
Bank charges	14		22		
URN expenses	39774		33608		
SCG Projects	72593		46343		
National Title File	_9500	137281	9500	104223	
NET SURPLUS FOR THE YEAR		£ 1824		£ 1170	