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- PRINT ON ONE SIDE ONLY

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:

BLUE CHIP STAFF ASSOCIATION

Year ended:

DECEMBER 16

List no:

818T

Head or Main Office:

OFFICE 36
88-90 HATTON GARDEN
LONDON EC1N 8PN

Website address (if available)

WWW.BCSAUNION.COM

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

Yes No (Click the appropriate box)

General Secretary:

EDWARD PURCELL

Telephone Number:

0208-690-8311

Contact name for queries regarding

EDWARD PURCELL

Telephone Number:

0208-690-8311

E-mail:

OFFICE@BCSAUNION.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 February 2017)

List of officers in post for the period ending 2016:

Edward Purcell	General Secretary
Lee Denman	President
Faye Hunter	Business Manager
Leslie Johnson	Finance Officer
Colleen O'Neil	Recruitment Officer
Jan Lewis	Health and Safety
Alan Duff.	Recruitment Private Sector



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	858				858
FEMALE	959				959
TOTAL	1817				A 1817

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

1814

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

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
PRESIDENT		LEE DEANMAN	MAY 2016
GENERAL SECRETARY		EDWARD PURCELL	MAY 2016
FINANCE SECRETARY		ARTHUR JOHNSON	MAY 2016
CEC / BUSINESS		FAYE HUNTER	MAY 2013
CEC MEMBER		ALAN DUFF	SEPT 2014
CEC MEMBER		COLLEEN O'NEILL	MAY 2016
CEC MEMBER		JANET LEWIS	MAY 2016

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		
From Members: Other income from members (specify)	107,397	
Total other income from members	107,397	107,397
Total of all income from members		
Investment income (as at page 12)		20
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)		107,417
	TOTAL INCOME	
EXPENDITURE		
Benefits to members (as at page 5)		
Administrative expenses (as at page 10)		108,219
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
	TOTAL EXPENDITURE	108,219
		(802)
Surplus (deficit) for year		(3,248)
Amount of general fund at beginning of year		(4,050)
Amount of general fund at end of year		(4,050)

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		
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	
		Education and Training services	
Representation – Non Employment Related Issues			
		Negotiated Discount Services	
Communications			
		Salary Costs	
Advisory Services			
		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
carried forward		Total (should agree with figure in General Fund)	

(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

(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		
	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		64,600
Remuneration and expenses of staff		
Salaries and Wages included in above	£	
Auditors' fees		3,720
Legal and Professional fees		6,596
Occupancy costs		—
Stationery, printing, postage, telephone, etc.		3,738
Expenses of Executive Committee (Head Office)		—
Expenses of conferences		—
Other administrative expenses (specify)		15,265
		45
Other Outgoings		
Interest payable:		2,016
Bank loans (including overdrafts)		2,151
Mortgages		45
Other loans		
Depreciation		3,011
Taxation		
<i>INTEREST PAYABLE</i>		
Outgoings on land and buildings (specify)		4,960
Other outgoings (specify) <i>ACCOMPANY REPRESENTATIVES</i>		2,117
	Total	108,249
Charged to:	General Fund (Page 3)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Total	108,249

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		20
Other investment income (specify)		
		20
Total investment income		20
Credited to:		
General Fund (Page 3)		20
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Political Fund		
Total Investment Income		20

BALANCE SHEET as at

(see notes 47 to 50)

Previous Year		£	£
	Fixed Assets (at page 14)		5882
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		5882
	Other Assets		
	Loans to other trade unions	—	
	Sundry debtors	17930	
	Cash at bank and in hand	42,065	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Total of other assets		59,995
	TOTAL ASSETS		65,877
	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	29,233	
	Tax payable		
	Sundry creditors	40,694	
	Accrued expenses		
	Provisions		
	Other liabilities		
	TOTAL LIABILITIES		69,927
	TOTAL ASSETS		(4050)

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			13,161			13,161
Additions						
Disposals						
Revaluation/Transfers						
At end of year			13,161			13,161
Accumulated Depreciation						
At start of year			4268			4268
Charges for year			3011			3011
Disposals						
Revaluation/Transfers						
At end of year			7279			7279
Net book value at end of year			5882			5882
Net book value at end of previous year			8893			8893

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)		

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ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?

YES

NO

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

NO

If NO, state the names of the persons in whom the shares controlled by the union are registered.

COMPANY NAME	NAMES OF SHAREHOLDERS

(see notes 58 and 59)

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	107,397		
From Investments	20		
Other Income (including increases by revaluation of assets)			
Total Income	107,417		
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	108,219		
Funds at beginning of year (including reserves)	(3248)		
Funds at end of year (including reserves)	(4050)		
ASSETS			
Fixed Assets			5882
Investment Assets			
Other Assets			59,995
Total Assets			65,877
LIABILITIES			
Total Liabilities			69,927
NET ASSETS (Total Assets less Total Liabilities)			(4050)

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)

BLUECHIP STAFF ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with generally accepted accounting principles.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Turnover

Income represents contributions received from members.

1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	50% reducing balance
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

1.4 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the assets fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the balance sheet as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to the profit and loss account so as to produce a constant periodic rate of interest on the remaining balance of the liability.

2 Operating profit

	2016	2015
	£	£
Operating profit for the year is stated after charging/(crediting):		
Fees payable to the company's auditor for the audit of the company's financial statements	3,720	2,400
	<u> </u>	<u> </u>

BLUECHIP STAFF ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

3	Tangible fixed assets		
			Plant and machinery etc
			£
	Cost		
	At 1 January 2016 and 31 December 2016		13,161
	Depreciation and impairment		
	At 1 January 2016		4,268
	Depreciation charged in the year		3,011
	At 31 December 2016		7,279
	Carrying amount		
	At 31 December 2016		5,882
	At 31 December 2015		8,893
4	Debtors		
		2016	2015
	Amounts falling due within one year:	£	£
	Other debtors	17,930	112
5	Creditors: amounts falling due within one year		
		2016	2015
		£	£
	Bank loans and overdrafts	13,045	3,444
	Trade creditors	6,164	-
	Other taxation and social security	776	689
	Other creditors	9,248	21,140
		29,233	25,273
6	Creditors: amounts falling due after more than one year		
		2016	2015
		£	£
	Bank loans and overdrafts	32,541	603
	Other creditors	8,153	9,630
		40,694	10,233
7	Related party transactions		

BLUECHIP STAFF ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

7 Related party transactions

(Continued)

At the balance sheet date the amount owed to Mr L Denman was £4,000 (2015: £14,000).

Mr E Purcell has been paid £30,031 (2015: £22,976) for administration and secretarial services.

Miss F Hunter has been paid £14,600 (2015: £8,100) for administration services.

Mr L Denman has been paid £4,350 (2015: £750) for honoraria payments.

Mrs C M Purcell has been paid £1,720 (2015: £3,063) for office administration services.

ACCOUNTING POLICIES

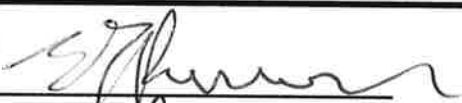
(see notes 74 and 75)

SEE ATTACHED.

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>EDWARD PURCELL</u> Date: <u>5/6/17</u>	Chairman's Signature: <u>A. L. Johnson</u> (or other official whose position should be stated) Name: <u>LESLIE JOHNSON FINANCE</u> SECRETARY Date: <u>5/6/17</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 checked="" 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/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)

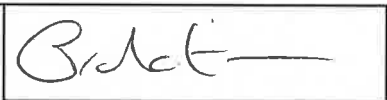
YES/NO

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)

SEE ATTACHED.

Signature(s) of auditor or auditors:		
Name(s):	GRAHAM MARTIN	
Profession(s) or Calling(s):	FCCA	
Address(es):	27 MORTIMER STREET LONDON W1T 3BL	
Date:	07.06.2017	
Contact name and telephone number:	02076363702	

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

CERTIFICATION OFFICE
FOR TRADE MARKS

14 NOV 2017

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

1. 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

2. 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 1 or 2 above 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

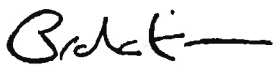
SECTION TWO

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	GRAHAM MARTIN
Office held	FCCA
Date	07.06.2017

BLUECHIP STAFF ASSOCIATION
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2016

BLUECHIP STAFF ASSOCIATION

COMPANY INFORMATION

Officers

Mr L Denman
Mr A Johnson
Mrs C O'Neill
Ms J Lewis
Mr A Duff
Miss F Hunter
Mr E Purcell

General Secretary

Mr E Purcell

Registered office

Office 36
88-90 Hatton Garden
London
EC1N 8PN

Auditor

Blinkhorns
27 Mortimer Street
London
W1T 3BL

BLUECHIP STAFF ASSOCIATION

MANAGEMENT STATEMENT OF RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2016

Management statement of responsibilities

The committee of management are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The committee of management are required to prepare financial statements for each financial year in accordance with UK Accounting Standards and applicable law (UK Generally Accepted Accounting Practice). The financial statements are required by law to give a true and fair view of state of affairs of the association and of its profit or loss for that period.

In preparing these financial statements, the committee of management are required to:

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

The committee of management are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the association and enable them to ensure that the financial statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992. 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 to auditor

So far as the committee of management is aware, there is no relevant audit information of which the association's auditors are unaware. Additionally, the committee of management has taken all the necessary steps that they ought to have taken as management in order to make themselves aware of all relevant audit information and to establish that the association's auditors are aware of that information.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approved by the Central Executive Committee and signed on its' behalf



Mr E Purcell
Officer
30 May 2017

BLUECHIP STAFF ASSOCIATION

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BLUECHIP STAFF ASSOCIATION

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF BLUECHIP STAFF ASSOCIATION

We have audited the financial statements of Bluechip Staff Association for the year ended 31 December 2015 set out on pages 4 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 association's members, as a body, in accordance with Section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992. 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 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 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 directors and auditor

As explained more fully in the Management Statement of Responsibilities set out on pages 1, the committee of management are 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 and express an opinion on 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 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 association's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the committee of management; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2016 and of its loss 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 Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit, the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements, and the Directors' Report has been prepared in accordance with applicable legal requirements.

BLUECHIP STAFF ASSOCIATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF BLUECHIP STAFF ASSOCIATION

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

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, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Directors' Report and take advantage of the small companies exemption from the requirement to prepare a Strategic Report.



Graham Martin FCCA (Senior Statutory Auditor)
for and on behalf of Blinkhorns

30 May 2017

Statutory Auditor

27 Mortimer Street
London
W1T 3BL

BLUECHIP STAFF ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2016

	Notes	2016 £	2015 £
Income		107,397	93,308
Administrative expenses		(103,259)	(90,473)
Operating surplus	2	<u>4,138</u>	<u>2,835</u>
Interest receivable and similar income		20	56
Interest payable and similar expenses		(4,960)	(1,116)
(Deficit)/Surplus before taxation		<u>(802)</u>	<u>1,775</u>
Taxation		-	-
(Deficit)/Surplus for the financial year		<u><u>(802)</u></u>	<u><u>1,775</u></u>

BLUECHIP STAFF ASSOCIATION

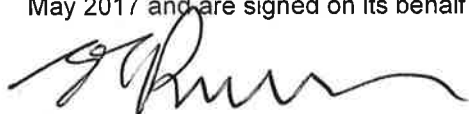
BALANCE SHEET

AS AT 31 DECEMBER 2016

	Notes	2016 £	£	2015 £	£
Fixed assets					
Tangible assets	3		5,882		8,893
Current assets					
Debtors	4	17,930		112	
Cash at bank and in hand		42,065		23,253	
		<u>59,995</u>		<u>23,365</u>	
Creditors: amounts falling due within one year	5	(29,233)		(25,273)	
Net current assets/(liabilities)			<u>30,762</u>		<u>(1,908)</u>
Total assets less current liabilities			<u>36,644</u>		<u>6,985</u>
Creditors: amounts falling due after more than one year	6		(40,694)		(10,233)
Net liabilities			<u>(4,050)</u>		<u>(3,248)</u>
Capital and reserves					
Income and expenditure account			<u>(4,050)</u>		<u>(3,248)</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Central Executive Committee and authorised for issue on 30 May 2017 and are signed on its behalf by:



Mr E Purcell
Officer

BLUECHIP STAFF ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2016

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with generally accepted accounting principles.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Turnover

Income represents contributions received from members.

1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	50% reducing balance
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

1.4 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the assets fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the balance sheet as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to the profit and loss account so as to produce a constant periodic rate of interest on the remaining balance of the liability.

2 Operating profit

	2016	2015
Operating profit for the year is stated after charging/(crediting):	£	£
Fees payable to the company's auditor for the audit of the company's financial statements	3,720	2,400

BLUECHIP STAFF ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

3	Tangible fixed assets	Plant and machinery etc	£
	Cost		
	At 1 January 2016 and 31 December 2016		13,161
	Depreciation and impairment		
	At 1 January 2016		4,268
	Depreciation charged in the year		3,011
	At 31 December 2016		7,279
	Carrying amount		
	At 31 December 2016		5,882
	At 31 December 2015		8,893
4	Debtors	2016	2015
	Amounts falling due within one year:	£	£
	Other debtors	17,930	112
5	Creditors: amounts falling due within one year	2016	2015
		£	£
	Bank loans and overdrafts	13,045	3,444
	Trade creditors	6,164	-
	Other taxation and social security	776	689
	Other creditors	9,248	21,140
		29,233	25,273
6	Creditors: amounts falling due after more than one year	2016	2015
		£	£
	Bank loans and overdrafts	32,541	603
	Other creditors	8,153	9,630
		40,694	10,233
7	Related party transactions		

BLUECHIP STAFF ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

7 Related party transactions

(Continued)

At the balance sheet date the amount owed to Mr L Denman was £4,000 (2015: £14,000).

Mr E Purcell has been paid £30,031 (2015: £22,976) for administration and secretarial services.

Miss F Hunter has been paid £14,600 (2015: £8,100) for administration services.

Mr L Denman has been paid £4,350 (2015: £750) for honoraria payments.

Mrs C M Purcell has been paid £1,720 (2015: £3,063) for office administration services.

**BLUECHIP STAFF ASSOCIATION
MANAGEMENT INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2016**

BLUECHIP STAFF ASSOCIATION

DETAILED TRADING AND PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2016

		2016		2015
	£	£	£	£
Turnover				
Members subscriptions and donations		107,397		93,308
Administrative expenses		(103,259)		(90,473)
Operating profit		4,138		2,835
Investment revenues				
Bank interest received	20		6	
Other interest received on financial instruments	-		50	
		20		56
Interest payable and similar expenses				
Bank interest on loans and overdrafts	3,971		457	
Hire purchase interest payable	989		659	
		(4,960)		(1,116)
(Loss)/profit before taxation	0.75%	(802)	1.90%	1,775

BLUECHIP STAFF ASSOCIATION

SCHEDULE OF ADMINISTRATIVE EXPENSES FOR THE YEAR ENDED 31 DECEMBER 2016

	2016	2015
	£	£
Administrative expenses		
Wages and salaries	64,600	41,308
Subcontractors - Accompanying rep	2,117	10,660
Rent	828	726
Insurance	245	358
Computer running costs	403	625
Motor running expenses	8,714	8,370
Travelling expenses	5,628	5,903
Professional subscriptions	360	181
Legal and professional fees	5,047	7,602
Accountancy	1,549	1,510
Audit fees	3,720	2,400
Bank charges	2,151	1,823
Printing and stationery	2,000	3,486
Advertising	318	396
Telephone	1,738	1,149
Sundry expenses	830	965
Depreciation	3,011	3,011
	<u>103,259</u>	<u>90,473</u>
	<u><u>103,259</u></u>	<u><u>90,473</u></u>
