

- DO NOT STAPLE  
- 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:

The Association for Clinical Biochemistry and Laboratory Medicine

Year ended:

31<sup>st</sup> December 2016

List no:

417T

Head or Main Office:

130-132 Tooley Street

London

SE1 2TU

Website address (if available)

www.acb.org.uk

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

Yes

No

(Click the appropriate box)

General Secretary:

Mr P Newland

Telephone Number:

0151 252 5486

Contact name for queries regarding

Mr Nic Law

Telephone Number:

020 7403 8001

E-mail:

admin@acb.org.uk

**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

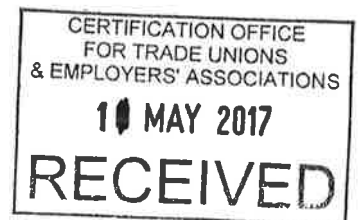
The address to which returns and other documents should be sent are:

For Unions based in England and Wales:

Certification Office for Trade Unions and Employers' Associations  
22<sup>nd</sup> 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)

**The Association for Clinical Biochemistry and Laboratory Medicine**  
The following officers were in office at 31 December 2016

- Dr G McCreanor
- Prof I S Young
- Mr P Newland
- Dr W J Marshall
- Dr F G Boa
- Dr C Chaloner
- Dr M J O'Kane
- Dr A P Taylor
- Ms K Baillie
- Mr N R Anderson
- Dr S Holding
- Dr M B Leonard
- Mrs M G McDonnell
- Dr G Lee
- Dr M J Murphy
- Dr A L Patterson
- Mrs S C Benton
- Dr K L Mitchell
- Prof J Geen
- Dr R L Webster

# 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	494	17	18	70	599
FEMALE	736	23	28	42	829
TOTAL	1230	40	46	112	A 1428

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

0
1428

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
Regional Officer	Mr M J Waterson	Dr A L Patterson	21 April 2016
Other Officer	Mrs A M Yates	Mr N R Anderson	21 April 2016
Regional Officer	Dr A J Hartland	Dr R L Webster	21 April 2016
Past President	Prof E S Kilpatrick	None	21 April 2016
Other Officer	Prof I S Young	None	21 April 2016
President Elect	None	Prof I S Young	21 April 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)

	£	£
<b>INCOME</b>		
<b>From Members:</b> Contributions and Subscriptions		
<b>From Members:</b> Other income from members (specify)		
<b>Total other income from members</b>		
<b>Total of all income from members</b>		
<b>Investment income (as at page 12)</b>		
<b>Other Income</b>		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		
<b>Total of other income (as at page 4)</b>		
	<b>TOTAL INCOME</b>	
<b>EXPENDITURE</b>		
<b>Benefits to members (as at page 5)</b>		
<b>Administrative expenses (as at page 10)</b>		
<b>Federation and other bodies (specify)</b>		
<b>Total expenditure Federation and other bodies</b>		
<b>Taxation</b>		
	<b>TOTAL EXPENDITURE</b>	
Surplus (deficit) for year		
Amount of general fund at beginning of year		
Amount of general fund at end of year		

# ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
<b>Federation and other bodies</b>		
<b>TOTAL FEDERATION AND OTHER BODIES</b>		
<b>Other income</b>		
<b>TOTAL OTHER INCOME</b>		
<b>TOTAL OF ALL OTHER INCOME</b>		

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		<b>brought forward</b>	
		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			
<b>carried forward</b>		<b>Total (should agree with figure in General Fund)</b>	

(See notes 24 and 25)

<b>FUND 2</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

<b>FUND 3</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		

Number of members contributing at end of year

(See notes 24 and 25)

<b>FUND 4</b>		<b>Fund Account</b>	
<b>Name:</b>		£	£
<b>Income</b>			
From members			
Investment income (as at page 12)			
Other income (specify)			
<b>Total other income as specified</b>			
<b>Total Income</b>			
<b>Expenditure</b>			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
<b>Total Expenditure</b>			
<b>Surplus (Deficit) for the year</b>			
<b>Amount of fund at beginning of year</b>			
<b>Amount of fund at the end of year (as Balance Sheet)</b>			
<b>Number of members contributing at end of year</b>			

<b>FUND 5</b>		<b>Fund Account</b>	
<b>Name:</b>		£	£
<b>Income</b>			
From members			
Investment income (as at page 12)			
Other income (specify)			
<b>Total other income as specified</b>			
<b>Total Income</b>			
<b>Expenditure</b>			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
<b>Total Expenditure</b>			
<b>Surplus (Deficit) for the year</b>			
<b>Amount of fund at beginning of year</b>			
<b>Amount of fund at the end of year (as Balance Sheet)</b>			



<b>Number of members contributing at end of year</b>	
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(See notes 24 and 25)

<b>FUND 6</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

<b>FUND 7</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		

**Number of members contributing at end of year**

(see notes 26 to 31)

<b>POLITICAL FUND ACCOUNT 1</b>		<b>To be completed by trade unions which maintain their own fund</b>	
		£	£
<b>Income</b>	Members contributions and levies		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
		Total income	
<b>Expenditure</b>	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

<b>POLITICAL FUND ACCOUNT 2</b>		<b>To be completed by trade unions which act as components of a central trade union</b>	
		£	£
<b>Income</b>	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	
<b>Expenditure</b>	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)

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





# BALANCE SHEET as at

(see notes 47 to 50)

Previous Year		£	£
	<b>Fixed Assets</b> (at page 14)		
	<b>Investments</b> (as per analysis on page 15)		
	Quoted (Market value £        )		
	Unquoted		
	<b>Total Investments</b>		
	<b>Other Assets</b>		
	Loans to other trade unions		
	Sundry debtors		
	Cash at bank and in hand		
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	<b>Total of other assets</b>		
	<b>TOTAL ASSETS</b>		
	Fund (Account    )		
	Fund (Account    )		
	Fund (Account    )		
	Superannuation Fund (Account    )		
	Political Fund (Account    )		
	Revaluation Reserve		
	<b>LIABILITIES</b>		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
	Tax payable		
	Sundry creditors		
	Accrued expenses		
	Provisions		
	Other liabilities		
	<b>TOTAL LIABILITIES</b>		
	<b>TOTAL ASSETS</b>		

## FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold	Leasehold				
<b>Cost or Valuation</b>						
At start of year						
Additions						
Disposals						
Revaluation/Transfers						
At end of year						
<b>Accumulated Depreciation</b>						
At start of year						
Charges for year						
Disposals						
Revaluation/Transfers						
At end of year						
<b>Net book value at end of year</b>						
<b>Net book value at end of previous year</b>						

# ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

<b>QUOTED</b>	All Funds Except Political Funds £	Political Fund  £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
<b>TOTAL QUOTED (as Balance Sheet)</b>		
Market Value of Quoted Investment		
<b>UNQUOTED</b>		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
<b>TOTAL UNQUOTED (as Balance Sheet)</b>		
Market Value of Unquoted Investments		



# ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

<b>Does the union, or any constituent part of the union, have a controlling interest in any limited company?</b>		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If YES name the relevant companies:			
<b>COMPANY NAME</b>  Clinical Biochemistry Conferences	<b>COMPANY REGISTRATION NUMBER (if not registered in England &amp; Wales, state where registered)</b>  SC241956 (Scotland)		
<b>Are the shares which are controlled by the union registered in the names of the union's trustees?</b>		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.			
<b>COMPANY NAME</b>	<b>NAMES OF SHAREHOLDERS</b>		

# SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members	267,201		267,201
From Investments	110,590		110,590
Other Income (including increases by revaluation of assets)	622,625		622,625
<b>Total Income</b>	1,000,416		1,000,416
<b>EXPENDITURE</b> (including decreases by revaluation of			
<b>Total Expenditure</b>	946,270		946,270
<b>Funds at beginning of year</b> (including reserves)	2,605,446		2,605,446
<b>Funds at end of year</b> (including reserves)	2,659,592		2,659,592
<b>ASSETS</b>			
Fixed Assets			788,327
Investment Assets			1,569,258
Other Assets			717,271
		<b>Total Assets</b>	3,074,856
<b>LIABILITIES</b>		<b>Total Liabilities</b>	515,264
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			2,659,592

# 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.**

**Please see attached**

# ACCOUNTING POLICIES

(see notes 74 and 75)

Please 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><i>Paul Newland</i></u>	Chairman's Signature: <u><i>Gwyn McCreanor</i></u> <small>(or other official whose position should be stated)</small>
Name: Paul Newland Date: <u>31<sup>st</sup> MAY 2017</u>	Name: Gwyn McCreanor Date: <u>31<sup>st</sup> MAY 2017</u>

## CHECK LIST

(see notes 78 to 80)

**(please tick as appropriate)**

IS THE RETURN OF OFFICERS ATTACHED? <small>(see Page 2 and Note 12)</small>	YES	√	NO	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? <small>(see Page 2 and Note 12)</small>	YES	√	NO	<input type="checkbox"/>
HAS THE RETURN BEEN SIGNED? <small>(see Pages 19 and 21 and Notes 76 and 77)</small>	YES	√	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? <small>(see Pages 20 and 21 and Notes 2 and 77)</small>	YES	√	NO	<input type="checkbox"/>
IS A RULE BOOK ENCLOSED? <small>(see Notes 8 and 78)</small>	YES	√	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: <small>(see Note 80)</small>	ENCLOSED	√	TO FOLLOW	<input type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED <small>(see Page 17 and Notes 7 and 59)</small>	YES	√	NO	<input type="checkbox"/>
IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED <small>(See Pages 23 and 24 and Notes 88 to 94)</small>	YES	√	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

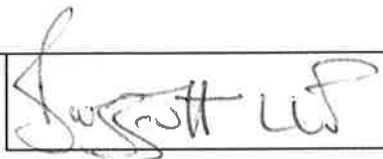
If "No" please explain below.

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 (section one)

Please see audited report attached

Signature(s) of auditor or auditors:



09.05.2017

Name(s):

Buzzacott LLP

Profession(s) or Calling(s):

Chartered Accountants

Address(es):

130 Wood Street  
London  
EC2V 6DL

Date:

09.05.2017

Contact name and telephone number:

Mark Worsey  
+44(0)20 7556 1200

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 auditor's report to the members of The Association for Clinical Biochemistry and Laboratory Medicine**

For the year ended 31 December 2016

We have audited the financial statements of The Association for Clinical Biochemistry and Laboratory Medicine for the year ended 31 December 2016, which comprise the Statement of comprehensive income, the Balance sheet, the Statement of cash flows, the Statement of changes in equity and the related notes. 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), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company'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 company and the company'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 Directors' responsibilities statement on page 2, the directors 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 Standards Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at [www.frc.org.uk/auditscopeukprivate](http://www.frc.org.uk/auditscopeukprivate).

### **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 result for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Opinion on other matter prescribed by the Companies Act 2006**

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

In the light of our 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.

 09.05.2017

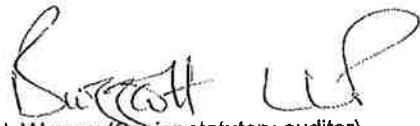
## Independent auditor's report to the members of The Association for Clinical Biochemistry and Laboratory Medicine (continued)

For the year ended 31 December 2016

### 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, 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 take advantage of the small companies' exemption from the requirement to prepare a Strategic report or in preparing the Directors' report.



Mark Worsey (Senior statutory auditor)  
for and on behalf of  
**Buzzacott LLP**  
Statutory Auditor  
130 Wood Street  
London  
EC2V 8DL  
Date: 7 April 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*

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**


**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	Paul Newland
Office held	Company Secretary
Date	8 <sup>th</sup> MAY 2017

**The Association for Clinical  
Biochemistry and Laboratory  
Medicine**

**(A company limited by guarantee)**

**Directors' report and financial  
statements**

For the year ended 31 December 2016

Registered number: 00863235



# The Association for Clinical Biochemistry and Laboratory Medicine

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(A company limited by guarantee)

## Company Information

<b>Directors</b>	Mr N R Anderson (appointed 21 April 2016) Ms C F Baillie Mrs S C Benton Dr F G Boa Dr C Chaloner Prof J Geen Dr S Holding Dr G Lee Dr M B Leonard Dr W J Marshall Dr G McCreanor Mrs M G McDonnell Dr K L Mitchell Dr M J Murphy Mr P Newland Dr J O'Kane Dr A L Patterson (appointed 21 April 2016) Dr A P Taylor Dr R L Webster (appointed 21 April 2016) Prof I S Young
<b>Company secretary</b>	P Newland
<b>Registered number</b>	00863236
<b>Registered office</b>	130-132 Tooley Street London SE1 2TU
<b>Independent auditor</b>	Buzzacott LLP 130 Wood Street London EC2V 6DL
<b>Bankers</b>	HSBC Bank Plc 281 Chiswick High Road Chiswick London W4 4HJ

# **The Association for Clinical Biochemistry and Laboratory Medicine**

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**(A company limited by guarantee)**

## **Contents**

	<b>Page</b>
<b>Directors' report</b>	<b>1 - 2</b>
<b>Independent auditor's report</b>	<b>3 - 4</b>
<b>Statement of comprehensive income</b>	<b>5</b>
<b>Balance sheet</b>	<b>6</b>
<b>Statement of changes in equity</b>	<b>7</b>
<b>Statement of cash flows</b>	<b>8</b>
<b>Notes to the financial statements</b>	<b>9 - 19</b>

# The Association for Clinical Biochemistry and Laboratory Medicine

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(A company limited by guarantee)

## Directors' report

For the year ended 31 December 2016

The directors present their report and the financial statements for the year ended 31 December 2016.

### Results

The loss for the year, after taxation (before unrealised gains on listed investments) amounted to £16,344 (2015 - profit for the year £120,505).

### Principal activity and future developments

The Association's overall objectives remain unchanged. They include activities relating to education and training (including the organisation of regional and national meetings), the promotion of research and development, publishing, public engagement and cooperation with nationally- and internationally-based cognate organisations. We do not expect these objectives to change materially in the next 12 months.

### Directors

The directors who served during the year were:

Mr N R Anderson (appointed 21 April 2016)  
Ms C F Baillie  
Mrs S C Benton  
Dr F G Boa  
Dr C Chaloner  
Prof J Geen  
Dr A J Hartland (resigned 21 April 2016)  
Dr S Holding  
Prof E S Kilpatrick (resigned 21 April 2016)  
Dr G Lee  
Dr M B Leonard  
Dr W J Marshall  
Dr G McCreanor  
Mrs M G McDonnell  
Dr K L Mitchell  
Dr M J Murphy  
Mr P Newland  
Dr J O'Kane  
Dr A L Patterson (appointed 21 April 2016)  
Dr A P Taylor  
Mr M J Waterson (resigned 21 April 2016)  
Dr R L Webster (appointed 21 April 2016)  
Mrs A M Yates (resigned 21 April 2016)  
Prof I S Young

**(A company limited by guarantee)**

**Directors' report (continued)**

For the year ended 31 December 2016

**Directors' responsibilities statement**

The directors are responsible for preparing the Directors' report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies for the company's financial statements and then apply them consistently;
- make judgments 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 directors 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 company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to auditor**

Each of the persons who are directors at the time when this Directors' report is approved has confirmed that:

- so far as the director is aware, there is no relevant audit information of which the company's auditor is unaware, and
- the director has taken all the steps that ought to have been taken as a director in order to be aware of any relevant audit information and to establish that the company's auditor is aware of that information.

**Small companies note**

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the board on *7 April 2017* and signed on its behalf.



**Dr W J Marshall**  
Director

## **Independent auditor's report to the members of The Association for Clinical Biochemistry and Laboratory Medicine**

For the year ended 31 December 2016

We have audited the financial statements of The Association for Clinical Biochemistry and Laboratory Medicine for the year ended 31 December 2016, which comprise the Statement of comprehensive income, the Balance sheet, the Statement of cash flows, the Statement of changes in equity and the related notes. 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), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company'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 company and the company'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 Directors' responsibilities statement on page 2, the directors 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 Standards Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at [www.frc.org.uk/auditscopeukprivate](http://www.frc.org.uk/auditscopeukprivate).

### **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 result for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Opinion on other matter prescribed by the Companies Act 2006**

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

In the light of our 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.



**Independent auditor's report to the members of The Association for Clinical Biochemistry and Laboratory Medicine (continued)**  
For the year ended 31 December 2016

**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, 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 take advantage of the small companies' exemption from the requirement to prepare a Strategic report or in preparing the Directors' report.



Mark Worsey (Senior statutory auditor)  
for and on behalf of

**Buzzacott LLP**  
Statutory Auditor  
130 Wood Street  
London  
EC2V 6DL

Date:

7 April 2017

# The Association for Clinical Biochemistry and Laboratory Medicine

(A company limited by guarantee)

## Statement of comprehensive income

For the year ended 31 December 2016

	Note	2016 £	As restated 2015 £
Turnover	3	889,461	938,302
<b>Gross profit</b>		<b>889,461</b>	<b>938,302</b>
Administrative expenses		(946,270)	(863,687)
<b>Operating (loss)/profit</b>	4	<b>(56,809)</b>	74,615
Income from fixed asset investments	6	18,418	17,039
Surplus on disposal of investments		21,682	25,839
Interest receivable and similar income	7	365	373
<b>(Loss)/profit before tax</b>		<b>(16,344)</b>	117,866
Tax on (loss)/profit	8	-	2,639
<b>(Loss)/profit for the year</b>		<b>(16,344)</b>	120,505
Unrealised gains on listed investments		70,490	9,135
<b>Other comprehensive income for the year</b>		<b>70,490</b>	9,135
<b>Total comprehensive income for the year</b>		<b>54,146</b>	129,640

There were no recognised gains and losses for 2016 or 2015 other than those included in the statement of comprehensive income.

The notes on pages 9 to 19 form part of these financial statements.

(A company limited by guarantee)

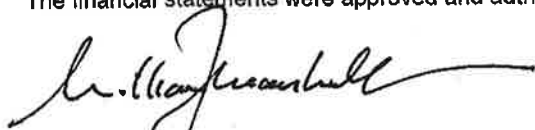
**Balance sheet**

As at 31 December 2016

	Note	2016 £	As restated 2015 £
<b>Fixed assets</b>			
Intangible assets	9	1,360	2,040
Tangible assets	10	786,967	788,844
Investments	11	1,569,258	1,447,856
		<u>2,357,585</u>	<u>2,238,740</u>
<b>Current assets</b>			
Debtors	12	104,320	263,618
Cash at bank and in hand	13	612,951	464,991
		<u>717,271</u>	<u>728,609</u>
Creditors: amounts falling due within one year	14	(442,337)	(388,976)
		<u>274,934</u>	<u>339,633</u>
<b>Net current assets</b>		<u>274,934</u>	<u>339,633</u>
<b>Total assets less current liabilities</b>		<u>2,632,519</u>	<u>2,578,373</u>
<b>Provisions for liabilities</b>			
Deferred tax	16	(72,927)	(72,927)
		<u>(72,927)</u>	<u>(72,927)</u>
<b>Net assets</b>		<u><u>2,559,592</u></u>	<u><u>2,505,446</u></u>
<b>Capital and reserves</b>			
Revaluation reserve	17	378,444	307,954
Other reserves	17	1,840,013	1,836,069
Profit and loss account	17	341,136	361,423
		<u>2,559,592</u>	<u>2,505,446</u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements were approved and authorised for issue by the board and were signed on its behalf on 7 April 20



Dr W J Marshall  
Director

The notes on pages 9 to 19 form part of these financial statements.

## The Association for Clinical Biochemistry and Laboratory Medicine

(A company limited by guarantee)

### Statement of changes in equity

For the year ended 31 December 2016

	Revaluation reserve £	Other reserves £	Profit and loss account £	Total equity £
At 1 January 2016 (as previously stated)	407,954	1,836,069	361,423	2,605,446
Prior year adjustment (note 19)	(100,000)	-	-	(100,000)
At 1 January 2016 (as restated)	<u>307,954</u>	<u>1,836,069</u>	<u>361,423</u>	<u>2,505,446</u>
Loss for the year	-	-	(16,344)	(16,344)
Unrealised gains on listed investments	70,490	-	-	70,490
Transfer to/from profit and loss account	-	3,944	(3,944)	-
At 31 December 2016	<u><u>378,444</u></u>	<u><u>1,840,013</u></u>	<u><u>341,135</u></u>	<u><u>2,559,592</u></u>

### Statement of changes in equity

For the year ended 31 December 2015

	Revaluation reserve £	Other reserves £	Profit and loss account £	Total equity £
At 1 January 2015	298,819	1,838,840	238,147	2,375,806
Profit for the year	-	-	120,505	120,505
Unrealised gains on listed investments	9,135	-	-	9,135
Transfer to/from profit and loss account	-	(2,771)	2,771	-
At 31 December 2015	<u><u>307,954</u></u>	<u><u>1,836,069</u></u>	<u><u>361,423</u></u>	<u><u>2,505,446</u></u>

The notes on pages 9 to 19 form part of these financial statements.

(A company limited by guarantee)

**Statement of cash flows**

For the year ended 31 December 2016

	2016 £	2015 £
<b>Cash flows from operating activities</b>		
(Loss)/profit for the financial year	(16,344)	120,505
<b>Adjustments for:</b>		
Amortisation of intangible assets	680	-
Depreciation of tangible assets	30,777	31,427
Interest receivable	(365)	(373)
Taxation charge	-	(2,639)
Decrease/(increase) in debtors	159,297	(50,373)
Increase/(decrease) in creditors	63,544	(100,232)
(Decrease) in amounts owed to groups	(5,984)	(6,013)
Corporation tax paid	(4,198)	-
<b>Net cash generated from operating activities</b>	<u>227,407</u>	<u>(7,698)</u>
<b>Cash flows from investing activities</b>		
Purchase of intangible assets	-	(2,040)
Purchase of tangible assets	(28,900)	(1,320)
Purchase of listed investments	(335,499)	(247,576)
Sale of listed investments	284,587	228,293
Interest receivable and similar income	365	373
<b>Net cash from investing activities</b>	<u>(79,447)</u>	<u>(22,270)</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>	<u>147,960</u>	<u>(29,968)</u>
Cash and cash equivalents at beginning of year	464,991	494,959
<b>Cash and cash equivalents at the end of year</b>	<u>612,951</u>	<u>464,991</u>
<b>Cash and cash equivalents at the end of year comprise:</b>		
Cash at bank and in hand	<u>612,951</u>	<u>464,991</u>

The notes on pages 9 to 19 form part of these financial statements.

**(A company limited by guarantee)**

**Notes to the financial statements**

For the year ended 31 December 2016

**1. General information**

The company is a private company limited by guarantee and is incorporated in the United Kingdom (England and Wales). Its registered office is 130-132 Tooley Street, London, SE1 2TU.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Section 1A of Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland ('FRS 102') and the Companies Act 2006.

The company is a parent undertaking of a small group and as such is not required by the Companies 2006 to prepare group accounts. These financial statements therefore present information about the company as an individual undertaking and not about its group.

The following principal accounting policies have been applied:

**2.2 Going concern**

The company's forecasts and projections, taking account of reasonably possible changes in trading performance, show that the company can meet its liabilities as they fall due.

On this basis, the directors consider that the company will continue in operational existence for the foreseeable future and accordingly the directors consider it appropriate to prepare the financial statements on the going concern basis.

**2.3 Turnover**

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

Annual subscriptions are allocated according to their renewal date which runs synchronous with the financial year. The subscriptions relating to the year under review are included in the Statement of comprehensive income and those relating to the following year are shown in creditors as prepaid subscriptions.

**2.4 Intangible assets**

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

All intangible assets are considered to have a finite useful life. If a reliable estimate of the useful life cannot be made, the useful life shall not exceed ten years.

The estimated useful lives range as follows:

Software	-	3 years
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(A company limited by guarantee)

## Notes to the financial statements

For the year ended 31 December 2016

### 2. Accounting policies (continued)

#### 2.5 Tangible fixed assets

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

The company adds to the carrying amount of an item of fixed assets the cost of replacing part of such an item when that cost is incurred, if the replacement part is expected to provide incremental future benefits to the company. The carrying amount of the replaced part is derecognised. Repairs and maintenance are charged to profit or loss during the period in which they are incurred.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Long-term leasehold property	-	2% straight line
Office equipment	-	15% reducing balance
Computer equipment	-	20% straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of comprehensive income.

#### 2.6 Valuation of investments

Investments in subsidiaries are measured at cost less accumulated impairment.

Investments in unlisted company shares, whose market value can be reliably determined, are remeasured to market value at each balance sheet date. Gains and losses on remeasurement are recognised in the Statement of comprehensive income for the period. Where market value cannot be reliably determined, such investments are stated at historic cost less impairment.

Investments in listed company shares are remeasured to market value at each Balance sheet date. Gains and losses on remeasurement are recognised in profit or loss for the period.

#### 2.7 Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

#### 2.8 Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

#### 2.9 Financial instruments

The company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

(A company limited by guarantee)

## Notes to the financial statements

For the year ended 31 December 2016

### 2. Accounting policies (continued)

#### 2.9 Financial instruments (continued)

Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of the future cash flows and subsequently at amortised cost using the effective interest method. Debt instruments that are payable or receivable within one year, typically trade debtors and creditors, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received. However, if the arrangements of a short-term instrument constitute a financing transaction, like the payment of a trade debt deferred beyond normal business terms or financed at a rate of interest that is not a market rate or in case of an out-right short-term loan not at market rate, the financial asset or liability is measured, initially, at the present value of the future cash flow discounted at a market rate of interest for a similar debt instrument and subsequently at amortised cost.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of comprehensive income.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between an asset's carrying amount and best estimate of the recoverable amount, which is an approximation of the amount that the company would receive for the asset if it were to be sold at the balance sheet date.

Financial assets and liabilities are offset and the net amount reported in the Balance sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### 2.10 Creditors

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

#### 2.11 Operating leases: the company as lessee

Rentals paid under operating leases are charged to the Statement of comprehensive income on a straight line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the lease term, unless another systematic basis is representative of the time pattern of the lessee's benefit from the use of the leased asset.

#### 2.12 Pensions

##### Defined contribution pension plan

The company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payment obligations.

The contributions are recognised as an expense in the Statement of comprehensive income when they fall due. Amounts not paid are shown in accruals as a liability in the Balance sheet. The assets of the plan are held separately from the company in independently administered funds.

#### 2.13 Interest income

Interest income is recognised in the Statement of comprehensive income using the effective interest method.



(A company limited by guarantee)

## Notes to the financial statements

For the year ended 31 December 2016

### 2. Accounting policies (continued)

#### 2.14 Current and deferred taxation

The tax expense for the year comprises current and deferred tax. Tax is recognised in the Statement of comprehensive income, except that a charge attributable to an item of income and expense recognised as other comprehensive income or to an item recognised directly in equity is also recognised in other comprehensive income or directly in equity respectively.

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the balance sheet date in the countries where the company operates and generates income.

Deferred tax balances are recognised in respect of all timing differences that have originated but not reversed by the Balance sheet date, except that:

- The recognition of deferred tax assets is limited to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits; and
- Any deferred tax balances are reversed if and when all conditions for retaining associated tax allowances have been met.

Deferred tax balances are not recognised in respect of permanent differences except in respect of business combinations, when deferred tax is recognised on the differences between the fair values of assets acquired and the future tax deductions available for them and the differences between the fair values of liabilities acquired and the amount that will be assessed for tax. Deferred tax is determined using tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

### 3. Turnover

The whole of the turnover is attributable to promoting the advancement of Clinical Biochemistry and Laboratory Medicine. All turnover arose within the United Kingdom.

### 4. Operating (loss)/profit

The operating (loss)/profit is stated after charging:

	2016	As restated 2015
	£	£
Depreciation of tangible fixed assets	30,777	31,427
Amortisation of intangible assets, including goodwill	680	-
Fees payable to the company's auditor and its associates for the audit of the company's annual financial statements	10,000	8,450
Defined contribution pension cost	12,830	12,519

During the year, no director received any emoluments (2015 - £nil).

(A company limited by guarantee)

**Notes to the financial statements**

For the year ended 31 December 2016

**5. Employees**

Staff costs were as follows:

	2016 £	2015 £
Wages and salaries	200,578	197,491
Cost of defined contribution scheme	12,830	12,519
	<u>213,408</u>	<u>210,010</u>

The average monthly number of employees during the year was 7 (2015 -7).

**6. Income from investments**

	2016 £	2015 £
Income from fixed asset investments	18,418	17,039
	<u>18,418</u>	<u>17,039</u>

**7. Interest receivable**

	2016 £	2015 £
Other interest receivable	365	373
	<u>365</u>	<u>373</u>

**8. Taxation**

	2016 £	2015 £
<b>Corporation tax</b>		
Current tax on profits for the year	-	4,198
<b>Total current tax</b>	<u>-</u>	<u>4,198</u>
<b>Deferred tax</b>		
Origination and reversal of timing differences	-	(6,837)
<b>Total deferred tax</b>	<u>-</u>	<u>(6,837)</u>
<b>Taxation on profit/(loss) on ordinary activities</b>	<u>-</u>	<u>(2,639)</u>

(A company limited by guarantee)

**Notes to the financial statements**

For the year ended 31 December 2016

**8. Taxation (continued)**

**Factors affecting tax charge for the year**

The tax assessed for the year is higher than (2015 -lower than) the standard rate of corporation tax in the UK of 20% (2015 - 20%). The differences are explained below:

	2016 £	2015 £
(Loss)/profit on ordinary activities before tax	<u>(16,344)</u>	<u>117,866</u>
(Loss)/profit on ordinary activities multiplied by standard rate of corporation tax in the UK of 20% (2015 - 20%)	<b>(3,269)</b>	23,573
<b>Effects of:</b>		
Capital allowances for year in excess of depreciation	-	4,123
Short term timing difference leading to an increase (decrease) in taxation	-	(9,572)
Non-taxable income not deductible for tax purposes	-	(8,577)
Other differences leading to an increase (decrease) in the tax charge	<b>3,269</b>	(12,186)
<b>Total tax charge for the year</b>	<u>-</u>	<u>(2,639)</u>

**9. Intangible assets**

	Software £
<b>Cost</b>	
At 1 January 2016	2,040
At 31 December 2016	<u>2,040</u>
<b>Amortisation</b>	
Charge for the year	680
At 31 December 2016	<u>680</u>
<b>Net book value</b>	
At 31 December 2016	<u>1,360</u>
At 31 December 2015	<u>2,040</u>

(A company limited by guarantee)

**Notes to the financial statements**

For the year ended 31 December 2016

**10. Tangible fixed assets**

	Long-term leasehold property £	Office equipment £	Computer equipment £	Total £
<b>Cost or valuation</b>				
At 1 January 2016	1,068,067	57,263	28,679	1,154,009
Additions	-	80	28,820	28,900
At 31 December 2016	<u>1,068,067</u>	<u>57,343</u>	<u>57,499</u>	<u>1,182,909</u>
<b>Depreciation</b>				
At 1 January 2016	320,198	32,728	12,239	365,165
Charge for the year	21,361	3,680	5,736	30,777
At 31 December 2016	<u>341,559</u>	<u>36,408</u>	<u>17,975</u>	<u>395,942</u>
<b>Net book value</b>				
At 31 December 2016	<u>726,508</u>	<u>20,935</u>	<u>39,524</u>	<u>786,967</u>
At 31 December 2015	<u>747,869</u>	<u>24,535</u>	<u>16,440</u>	<u>788,844</u>

## The Association for Clinical Biochemistry and Laboratory Medicine

(A company limited by guarantee)

### Notes to the financial statements

For the year ended 31 December 2016

#### 11. Fixed asset investments

	Listed Investments £	Unlisted investments £	Total £
<b>Cost or valuation</b>			
At 1 January 2016 (as previously stated)	1,447,856	100,000	1,547,856
Prior year adjustment	(100,000)	-	(100,000)
	<u>1,347,856</u>	<u>100,000</u>	<u>1,447,856</u>
At 1 January 2016 (as restated)	1,347,856	100,000	1,447,856
Additions	335,499	-	335,499
Disposals	(284,587)	-	(284,587)
Revaluations	70,490	-	70,490
	<u>1,469,258</u>	<u>100,000</u>	<u>1,569,258</u>
At 31 December 2016	<u>1,469,258</u>	<u>100,000</u>	<u>1,569,258</u>
<b>Net book value</b>			
At 31 December 2016	<u>1,469,258</u>	<u>100,000</u>	<u>1,569,258</u>
At 31 December 2015 (as restated)	<u>1,347,856</u>	<u>100,000</u>	<u>1,447,856</u>

The cost of listed investments (including cash held awaiting investment) at 31 December 2016 was £1,092,215 (2015 - £1,039,902).

Unlisted investments comprise £100,000 Lombard international bond. Accordingly they are included at cost less provision for any permanent diminution in value.

The Association for Clinical Biochemistry and Laboratory Medicine is the parent undertaking of Clinical Biochemistry Conferences, a company limited by guarantee and a registered charity, by virtue of common control. The company was incorporated on 8 January 2003 and the objects of the charity are to advance, spread and increase the knowledge, for the public benefit, of all aspects of the study of medical science concerned with clinical biochemistry and laboratory medicine and their diagnostic systems.

Clinical Biochemistry Conferences prepares accounts to 31 December. The latest account prepared for the year ended 31 December 2016 showed a loss of £8,267 (2015 - £14,916) and total reserves of £95,362 (2015 - £103,629).

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**Notes to the financial statements**

For the year ended 31 December 2016

**12. Debtors**

	2016 £	2015 £
Trade debtors	27,642	57,046
Other debtors	11,200	10,835
Prepayments and accrued income	65,478	195,737
	<u>104,320</u>	<u>263,618</u>

**13. Cash and cash equivalents**

	2016 £	2015 £
Cash at bank and in hand	<u>612,951</u>	<u>464,991</u>

**14. Creditors: Amounts falling due within one year**

	2016 £	2015 £
Trade creditors	61,211	109,539
Amounts owed to group undertakings	88,733	94,717
Corporation tax	-	4,198
Other taxation and social security	769	4,652
Other creditors	110,494	81,844
Accruals and deferred income	181,130	94,026
	<u>442,337</u>	<u>388,976</u>

**15. Financial instruments**

	2016 £	2015 £
<b>Financial assets</b>		
Financial assets measured at fair value through profit or loss	628,648	464,991
Financial assets that are debt instruments measured at amortised cost	<u>38,842</u>	<u>67,881</u>
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost	<u>(149,944)</u>	<u>(204,256)</u>

(A company limited by guarantee)

**Notes to the financial statements**

For the year ended 31 December 2016

**16. Deferred taxation**

	2016 £
At beginning of year	(72,927)
Charged to profit or loss	-
<b>At end of year</b>	<b>(72,927)</b>

The provision for deferred taxation is made up as follows:

	2016 £	2015 £
Provision for timing differences	<u>(72,927)</u>	<u>(72,927)</u>

**17. Reserves**

**Revaluation reserve**

The revaluation reserve represents the unrealised increase in market value above original cost on listed investments held at the end of the financial period.

**Other reserves**

The fixed asset fund represents the balance of the Association's funds that are invested in tangible fixed assets, intangibles assets and investments at cost, less the balance of the loan owed to Clinical Biochemistry Conferences.

**Profit and loss account**

Includes all other current and prior period retained profits and losses.

**18. Company status**

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

**19. Prior year adjustment**

The prior year financial statements double-counted the company's unlisted investments in listed investments, causing fixed asset investments and the revaluation reserve to be overstated by £100,000.

(A company limited by guarantee)

## Notes to the financial statements

For the year ended 31 December 2016

### 20. Capital commitments

At 31 December 2016 the company had capital commitments as follows:

	2016 £	2015 £
Contracted for but not provided in these financial statements	-	13,271

### 21. Pension commitments

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £12,830 (2015 - £12,519). Contributions totalling £nil (2015 - £761) were payable to the fund at the reporting date.

### 22. Commitments under operating leases

At 31 December 2016 the company had future minimum lease payments under non-cancellable operating leases as follows:

	2016 £	2015 £
After more than 5 years	584,400	584,700

The commitment relates to yearly rent in respect of the property leases and there were 982 years remaining on the operating lease as at 31 December 2016 (2015 - 983).

### 23. Related party transactions

At 31 December 2016 £88,733 (2015 - £94,717) was due to Clinical Biochemistry Conferences, a subsidiary of the association, in the form of an interest-free loan.

At 31 December 2016 £4,232 (2015 - £4,232) was due from C P Stewart Memorial Fund, a charity of which Dr W J Marshall, Prof E S Kilpatrick, Dr G McCreanor and Mr P Newland are trustees.