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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:

Year ended:

List no:

Head or Main Office:

Website address (if available)

Has the address changed during the year to which the return relates? Yes No (Click the appropriate box)

^{ACTING} General Secretary:

Telephone Number:

Contact name for queries regarding

Telephone Number:

E-mail:

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

Lower Ground Floor, Fleetbank House, 2-6 Salisbury Square, LONDON EC4Y 8JX

For Unions based in Scotland:

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



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					
FEMALE					
TOTAL	10,138	20			A 10,158

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

NONE
10,158

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. *SEE ATTACHED LIST*

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	P. BROWN	-	18 JANUARY 2016
NATIONAL EXECUTIVE	P. BOSWELL	-	27 OCTOBER 2016
NATIONAL EXECUTIVE	J. BOWEN	-	27 OCTOBER 2016
NATIONAL EXECUTIVE	D. JEPSON	-	27 OCTOBER 2016
NATIONAL EXECUTIVE	J. MARSH	-	27 OCTOBER 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:

UNITED ROAD TRANSPORT UNION
LIST OF ALL OFFICERS IN POST AT 31 DECEMBER 2016
ANNEXE TO FORM AR21

VICE PRESIDENT

E Drinkwater

ACTING GENERAL SECRETARY

R F Monks

NATIONAL EXECUTIVE COMMITTEE

E Drinkwater

R Bellamy

TRUSTEES

P Roe

N Brown

and names:

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GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		1,772,502
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		1,772,502
Investment income (as at page 12)		
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	(179,441)	
Total of other income (as at page 4)		(179,441)
	TOTAL INCOME	1,593,061
EXPENDITURE		
Benefits to members (as at page 5)		436,244
Administrative expenses (as at page 10)		1,134,486
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		1,570,730
Taxation		
	TOTAL EXPENDITURE	1,570,730
		22,331
Surplus (deficit) for year		
		1,673,267
Amount of general fund at beginning of year		
		1,695,598
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	£	£
Federation and other bodies		
TOTAL FEDERATION AND OTHER BODIES		
Other income		
MISCELLANEOUS INCOME	10,467	
REVALUATION OF FIXED ASSET INVESTMENTS	49,736	
ACTUARIAL LOSSES ON PENSION SCHEMES	(242,000)	
INTEREST RECEIVABLE	356	
OTHER FINANCE INCOME	2,000	
TOTAL OTHER INCOME		(179,441)
TOTAL OF ALL OTHER INCOME		(179,441)

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues BENEVOLENT	9,794	brought forward	147,714
Representation – Non Employment Related Issues		Education and Training services	
Communications DIARIES AND MEMBERSHIP CARDS PRODUCTION COSTS OF PUBLICATIONS	2,934 63,689	Negotiated Discount Services	
Advisory Services LEGAL HELPLINE	15,600	Salary Costs STRIKE PAY	1,446
Dispute Benefits		Other Benefits and Grants (specify) HONORARY MEMBER SCHEME LEGAL AND MEDICAL FEES	2,419 284,665
Other Cash Payments SICKNESS AND ACCIDENT DEATH BENEFIT DENTAL	40,069 14,250 1,378		
carried forward	147,714	Total (should agree with figure in General Fund)	436,244

(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		NIL
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		NIL
	Surplus (Deficit) for the year		NIL
	Amount of fund at beginning of year		NIL
	Amount of fund at the end of year (as Balance Sheet)		NIL
Number of members contributing at end of year			NONE

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

Number of members contributing at end of year	NONE
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(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		NIL
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
	Total Expenditure		NIL
	Surplus (Deficit) for the year		NIL
	Amount of fund at beginning of year		NIL
	Amount of fund at the end of year (as Balance Sheet)		NIL
	Number of members contributing at end of year		NONE

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

Number of members contributing at end of year	NONE
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(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		NIL
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
	Total Expenditure		NIL
	Surplus (Deficit) for the year		NIL
	Amount of fund at beginning of year		NIL
	Amount of fund at the end of year (as Balance Sheet)		NIL
	Number of members contributing at end of year		NONE

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

Number of members contributing at end of year

NONE

(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	NIL
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		NIL
		Surplus (deficit) for year	NIL
		Amount of political fund at beginning of year	NIL
		Amount of political fund at the end of year (as Balance Sheet)	NIL
		Number of members at end of year contributing to the political fund	NONE
		Number of members at end of the year not contributing to the political fund	NONE
Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund			NONE

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	NIL
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		NIL
		Surplus (deficit) for year	NIL
		Amount held on behalf of trade union political fund at beginning of year	NIL
		Amount remitted to central political fund	NIL
		Amount held on behalf of central political fund at end of year	NIL
		Number of members at end of year contributing to the political fund	NONE
		Number of members at end of the year not contributing to the political fund	NONE
Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund			NONE

ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS

(see notes 32 and 33)

		£
Administrative Expenses		
Remuneration and expenses of staff		
Salaries and Wages included in above	£ 698,509	698,509
Auditors' fees		15,375
Legal and Professional fees		90,782
Occupancy costs		35,870
Stationery, printing, postage, telephone, etc.		31,400
Expenses of Executive Committee (Head Office)		31,354
Expenses of conferences		-
Other administrative expenses (specify)		
BRANCH EXPENSES		15,197
COMPUTER SERVICES		35,566
AFFILIATION FEES		41,599
MARKETING AND OTHER COSTS		76,348
RECOVERABLE VAT		(4,345)
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		53,439
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
PROFIT ON DISPOSAL OF INVESTMENTS		(610)
BANK CHARGES		14002
Total		1,134,486
Charged to:		
General Fund (Page 3)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Total		1,134,486

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary £	Employers N.I. contributions £	Pension Contribution s £	Benefits		Total £
				Description	Value £	
GENERAL SECRETARY	61,697	12,207	19,003	DENTAL 87 OTHER 34,801	34,887	127,795

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			
Other investment income (specify)			
Total investment income			NONE
Credited to:			
General Fund (Page 3)			NONE
Fund (Account)			
Fund (Account)			
Fund (Account)			
Fund (Account)			
Fund (Account)			
Political Fund			
Total Investment Income			NONE

BALANCE SHEET as at 31 DECEMBER 2016

(see notes 47 to 50)

Previous Year		£	£
	Fixed Assets (at page 14)		555,730
	Investments (as per analysis on page 15)		
	Quoted (Market value £672,348)		672,348
	Unquoted		
	Total Investments		1,228,078
	Other Assets		
	Loans to other trade unions		149,097
	Sundry debtors		
	Cash at bank and in hand		654,723
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Total of other assets		803,820
	TOTAL ASSETS		2,031,898
	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		
	Tax payable		
	Sundry creditors		105,781
	Accrued expenses		114,519
	Provisions		
	Other liabilities - PENSION LIABILITY		116,000
	TOTAL LIABILITIES		336,300
	TOTAL ASSETS		1,695,598

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		590,948	166,613	135,825		893,386
Additions		-	6,471	-		6,471
Disposals		-	-	(600)		(600)
Revaluation/Transfers		-	-	-		-
At end of year		590,948	173,084	135,225		899,257
Accumulated Depreciation						
At start of year		98,492	143,171	49,025		290,688
Charges for year		11,819	7,932	33,688		53,439
Disposals		-	-	(600)		(600)
Revaluation/Transfers		-	-	-		-
At end of year		110,311	151,103	82,113		343,527
Net book value at end of year		480,637	21,981	53,112		555,730
Net book value at end of previous year		492,456	23,442	86,800		602,698

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) - BONDS	672,348	
TOTAL QUOTED (as Balance Sheet)	672,348	
Market Value of Quoted Investment	672,348	
UNQUOTED		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
TOTAL UNQUOTED (as Balance Sheet)	NIL	

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 <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

(see notes 58 and 59)

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	1,772,502		1,772,502
From Investments			
Other Income (including increases by revaluation of assets)	(179,441)		(179,441)
Total Income	1,593,061		1,593,061
EXPENDITURE (including decreases by revaluation of			
Total Expenditure	1,570,730		1,570,730
Funds at beginning of year (including reserves)	1,673,267		1,673,267
Funds at end of year (including reserves)	1,695,598		1,695,598
ASSETS			
Fixed Assets			555,730
Investment Assets			672,348
Other Assets			803,820
		Total Assets	2,031,898
LIABILITIES			
		Total Liabilities	336,300
NET ASSETS (Total Assets less Total Liabilities)			1,695,598

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 REFER TO THE ENCLOSED FINANCIAL STATEMENTS

ACCOUNTING POLICIES



(see notes 74 and 75)

PLEASE REFER TO THE ENCLOSED FINANCIAL STATEMENTS

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

ACTING Secretary's Signature:  Name: <u>MR ROBERT F MONKS</u> Date: <u>22 May 2017</u>	Chairman's VICE PRESIDENT'S Signature:  (or other official whose position should be stated) Name: <u>MR ERIC DRINKWATER</u> Date: <u>22 May 2017</u>
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CHECK LIST

(see notes 78 to 80)

(please tick as appropriate)

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

AUDITOR'S REPORT

(see notes 81 to 86)

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

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 83 and 84)

YES/~~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 REFER TO THE ENCLOSED FINANCIAL STATEMENTS

Signature(s) of auditor or auditors:

BDO LLP

Name(s):

BDO LLP

Profession(s) or Calling(s):

CHARTERED ACCOUNTANTS
AND REGISTERED AUDITORS

Address(es):

3 HARDMAN STREET
SPINNINGFIELDS
MANCHESTER

Date:

25 May 2017.

Contact name and telephone number:

TIM ENTWISTLE
0161 833 8236

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

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.

N/A

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

--

Office held

--

Date

--

MEMBERSHIP AUDIT CERTIFICATE (continued)

Signature of assurer	<div style="text-align: center; font-size: 1.2em; font-family: cursive;">Clarke Nicklin LLP</div> <div style="text-align: right; font-size: 0.8em; margin-top: 5px;"> Clarke Nicklin LLP Clarke Nicklin House Brooks Drive Cheadle Royal Business Park Cheadle, Cheshire, SK8 3TD </div>
Name	<div style="text-align: center; font-size: 1.1em; font-family: cursive;">CLARKE NICKLIN LLP</div> <div style="text-align: right; font-size: 0.8em; margin-top: 5px;"> Cheadle Royal Business Park Cheadle, Cheshire, SK8 3TD </div>
Address	<div style="font-size: 0.9em; font-family: cursive;"> CLARKE NICKLIN HOUSE BROOKS DRIVE CHEADLE ROYAL BUSINESS PARK CHEADLE, CHESHIRE, SK8 3TD. </div>
Date	<div style="font-size: 1.1em; font-family: cursive;">19 JANUARY 2017</div>
Contact name and telephone number	<div style="font-size: 1.1em; font-family: cursive;"> GRAHAM TRAVIS (PARTNER - CLARENICKLIN LLP), 0161 495 4700 </div>

United Road Transport Union

Report and Financial Statements

Year Ended

31 December 2016

United Road Transport Union

Union Information

National Executive Committee	E Drinkwater R Bellamy
Acting General Secretary	R F Monks
Trustees	N Brown P Roe
Head Office	Almond House Oak Green, Stanley Green Business Park Cheadle Hulme Stockport SK8 6QL
Auditor	BDO LLP 3 Hardman Street Spinningfields Manchester M3 3AT
Bankers	The Royal Bank of Scotland 464 Wilbraham Road Chorlton-cum-Hardy Manchester M21 1AP Unity Trust Bank Nine Brindleyplace Birmingham B1 2HB

United Road Transport Union

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United Road Transport Union

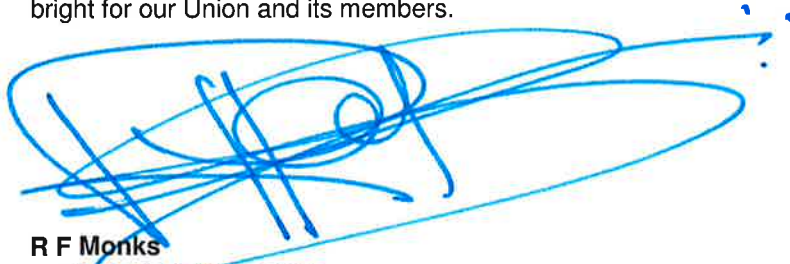
Report of the Acting General Secretary For the Year Ended 31 December 2016

The main financial themes of my time in office, in respect of my role as Treasurer of our Union, have been 'pragmatism' and 'prudence'. These two themes have served our Union well in recent years, enabling our Union to consistently record a small surplus each year. Our 'Balance Sheet' has also strengthened, at a time when Union membership density has fallen nationally.

I am pleased to report that, in the year ended 31 December 2016, those twin themes of pragmatism and prudence have again produced positive results. Our Union has once again reported a surplus. Contribution income has risen slightly. Costs are lower, which has been achieved in a period when many organisations are experiencing increasing supply and inflationary pressures.

Our Union's financial stability cannot however be measured solely by an annual surplus. It is also my duty, as Treasurer of our Union, to look ahead, in order to preserve our financial strength for the benefit of present and future members. Our Union's Balance Sheet, therefore, is equally relevant, as a yardstick of both our current and future financial stability. It is a measure of 'where we stand' at each year end, as opposed to 'how we have performed' over a particular year. Our Union's Balance Sheet has strengthened by the end of 2016 and it continues to do so into 2017. Our active investment portfolio has again shown solid growth. Cash reserves have again increased significantly. Current trading liabilities remain low and stable. A strong Balance Sheet, underpinned by pragmatism and prudence, enables us to look after our members and to be able to weather any economic storms.

Our Union also remains proudly independent, providing unparalleled support to our members, as indeed it has done since it was founded in 1890. In addition, the exceptional hard work, passion and dedication demonstrated by our lay representatives, full-time officials and staff, is hugely appreciated. Nevertheless, despite long-established financial and other strengths, we need to recognise that we operate in a changing world. Nationally, union membership is under pressure. The regulatory environment is more stringent. Workers face increasing demands on their time and money, as well as greater pressure in the workplace. The road to 'Brexit' will inevitably provide challenges as well as opportunities. Within such an environment, workers' rights may be at risk, and workers would undoubtedly require the many other benefits conferred by membership of our Union. This therefore emphasises the continuing relevance of our Union and the fact that 'out of adversity comes strength and opportunity'. It is increasingly important, therefore, that we all continue to play our part in driving our Union forward. We need not only to maintain the good work, but also to 'go the extra mile' whenever we are able, maximising every opportunity to recruit and retain members. If we can work together for the benefit of our Union and build on our strengths of financial stability, independence, and mutual support, the future will be bright for our Union and its members.



R F Monks
Acting General Secretary

9 May 2017

United Road Transport Union

National Executive Committees' Report For the Year Ended 31 December 2016

The National Executive Committee presents its report and the financial statements for the year ended 31 December 2016.

Principal activities and review of operations

The principal activities of United Road Transport Union ("the Union") during the year were trade union activities.

The Union's members follow the occupation of road transport and distribution workers. The Union is registered under, and complies with, the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992, as amended by the Employment Relations Act 1999.

Results

The surplus for the year, after taxation, amounted to £264,331 (2015 - £194,260).

National Executive Committee

The National Executive Committee members who served during the year were:

P Boswell (expelled 27 October 2016)
E Drinkwater
J Marsh (expelled 27 October 2016)
D Jepson (expelled 27 October 2016)
R Bellamy
J Bowen (expelled 27 October 2016)
P Brown (resigned 18 January 2016)

Political and charitable contributions

During the year the Union made charitable donations of £1,090 (2015: £1,534).

Disclosure of information to auditor

Each of the persons who are National Executive Committee members at the time when this National Executive Committee's Report is approved has confirmed that:

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

United Road Transport Union

National Executive Committees' Report (continued) For the Year Ended 31 December 2016

Auditor

The auditor, BDO LLP, will be proposed for reappointment.

This report was approved by the National Executive Committee on 22 April 2017, and signed on its behalf on 9 May 2017.

A large, stylized handwritten signature in blue ink, consisting of several overlapping loops and lines.

.....
R F Monks
Acting General Secretary

United Road Transport Union

National Executive Committee's Responsibilities Statement

The members of the National Executive Committee are responsible for preparing the National Executive Committee's report and the financial statements in accordance with applicable law and regulations.

The Trade Union and Labour Relations (Consolidation) Act 1992 requires the members of the National Executive Committee to prepare financial statements for each financial year that give a true and fair view. Under that law the members have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom accounting standards and applicable law). Under that law the members 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 Union and of the surplus or deficit of the Union for that period.

In preparing these financial statements the members are required to:

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

The members of the National Executive Committee are responsible for keeping adequate accounting records that are sufficient to show and explain the Union's transactions, to disclose with reasonable accuracy at any time the financial position of the Union and to 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 Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

United Road Transport Union

Independent Auditor's Report to the Members of United Road Transport Union

We have audited the financial statements of United Road Transport Union for the year ended 31 December 2016 which comprise the statement of comprehensive income, the statement of financial position, 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).

This report is made solely to the Union, 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 Union's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the Union as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of National Executive Committee and auditor

As explained more fully in the National Executive Committee's Responsibility Statement, the National Executive Committee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit 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 Financial Reporting Council's (FRC'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 FRC's website at 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 Union's affairs as at 31 December 2016 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.

United Road Transport Union

Independent Auditor's Report to the Members of United Road Transport Union

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992 requires us to report to you if, in our opinion:

- the trade union has not kept proper accounting records;
- the trade union has not maintained a satisfactory system of control over its transactions;
- the financial statements to which this report relates do not agree with the accounting records; and
- we have not received all the information and explanations we require for our audit.

BDO LLP,

BDO LLP, Statutory auditor
Manchester
United Kingdom

25 May 2017.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

United Road Transport Union

Statement of Comprehensive Income For the Year Ended 31 December 2016

	Note	2016 £	2015 £
Contributions	3	1,782,969	1,781,606
Benefits and grants payable to members		(369,620)	(237,309)
Gross surplus		1,413,349	1,544,297
Personnel costs		(698,509)	(812,343)
Administrative expenses		(502,601)	(551,903)
Operating surplus	4	212,239	180,051
Revaluation of fixed asset investments	8	49,736	7,099
Interest receivable and similar income		356	110
Other finance income		2,000	7,000
Surplus on ordinary activities before taxation		264,331	194,260
Surplus on ordinary activities after taxation		264,331	194,260
Other comprehensive income for the year			
Actuarial losses on defined benefit pension scheme		(242,000)	(254,000)
Other comprehensive income for the year		(242,000)	(254,000)
Total comprehensive income for the year		22,331	(59,740)

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 10 to 18 form part of these financial statements.

United Road Transport Union

Statement of Financial Position As at 31 December 2016

	Note	2016 £	2015 £
Fixed assets			
Tangible assets	7	555,730	602,698
Investments	8	672,348	648,567
		<u>1,228,078</u>	<u>1,251,265</u>
Current assets			
Debtors: amounts falling due within one year	9	149,097	159,009
Cash at bank and in hand		654,723	476,871
		<u>803,820</u>	<u>635,880</u>
Creditors: amounts falling due within one year	10	(220,300)	(207,878)
Net current assets		<u>583,520</u>	<u>428,002</u>
Total assets less current liabilities		<u>1,811,598</u>	<u>1,679,267</u>
Pension liability	11	(116,000)	(6,000)
Net assets		<u>1,695,598</u>	<u>1,673,267</u>
Capital and reserves			
Income and expenditure account		1,695,598	1,673,267
Funds		<u>1,695,598</u>	<u>1,673,267</u>

The financial statements were approved and authorised for issue by the National Executive Committee on 22 April 2017, and signed on its behalf on 9 May 2017.



.....
R F Monks
Acting General Secretary

The notes on pages 10 to 18 form part of these financial statements.

United Road Transport Union

Statement of Changes in Equity For the Year Ended 31 December 2016

	Income and expenditure account	Total members' funds
	£	£
At 1 January 2016	1,673,267	1,673,267
Surplus for the year	264,331	264,331
Actuarial losses on pension scheme	(242,000)	(242,000)
Other comprehensive income for the year	<u>(242,000)</u>	<u>(242,000)</u>
Total comprehensive income for the year	<u>22,331</u>	<u>22,331</u>
At 31 December 2016	<u><u>1,695,598</u></u>	<u><u>1,695,598</u></u>

Statement of Changes in Equity For the Year Ended 31 December 2015

	Income and expenditure account	Total members' funds
	£	£
At 1 January 2015	1,733,007	1,733,007
Surplus for the year	194,260	194,260
Actuarial losses on pension scheme	(254,000)	(254,000)
Other comprehensive income for the year	<u>(254,000)</u>	<u>(254,000)</u>
Total comprehensive income for the year	<u>(59,740)</u>	<u>(59,740)</u>
At 31 December 2015	<u><u>1,673,267</u></u>	<u><u>1,673,267</u></u>

The notes on pages 10 to 18 form part of these financial statements.

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention as modified by the revaluation of fixed asset investments and in accordance with Financial Reporting Standard 102 ("FRS 102") Section 1A.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the Union's accounting policies (see note 2).

The following principal accounting policies have been applied:

1.2 Contributions receivable

Contributions from members are recognised on a receivable basis.

1.3 Tangible fixed assets

Tangible fixed assets 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.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Long Term Leasehold property	- 2% straight line
Motor vehicles	- 25% straight line
Furniture and fittings	- 33.3% 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 within 'Administrative Expenses' in the Statement of Comprehensive Income.

1.4 Valuation of investments

Investments in registered funds are remeasured to market value at each Statement of Financial Position date. Gains and losses on remeasurement are recognised in the surplus or deficit for the year.

1.5 Debtors

Short term debtors are measured at transaction price, less any impairment.

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

1. Accounting policies (continued)

1.6 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 which mature in no more than three months from the date of acquisition and which are readily convertible to known amounts of cash with insignificant risk of change in value.

1.7 Creditors

Short term creditors are measured at the transaction price.

1.8 Pensions

The pension charge for the two schemes is based on a full actuarial valuation dated 6 April 2015 for the United Road Transport Union Pension Scheme ("the Scottish Widows Scheme") and 1 June 2014 for the United Road Transport Union 1978 Retirement and Death Benefits Scheme ("the Friends Life Scheme"). Contributions to the Union's defined contribution pension scheme are charged to the Statement of Comprehensive Income in the year in which they become payable.

2. Judgments in applying accounting policies and key sources of estimation uncertainty

In preparing these financial statements, the National Executive Committee have had to make the following judgments and key sources of estimation uncertainty:

- **Tangible fixed assets (see note 7)**
Tangible fixed assets are depreciated over their useful lives, taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on the number of factors. In re-assessing asset lives, factors such as technological innovation, product life cycles and maintenance programmes are taken into account. Residual value assessments consider issues such as future market conditions, the remaining life of the asset and projected disposal values.
- **Investments (see note 8)**
The most critical estimates, assumptions and judgments relate to the determination of the carrying value of investments at fair value through the Statement of Comprehensive Income. The Union follows the International Private Equity and Venture Capital Valuation Guidelines, applying the overriding concept that fair value is the amount for which an asset can be exchanged between knowledgeable willing parties in an arm's length transaction. The nature, facts and circumstances of the investment drives the valuation methodology.

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

3. Analysis of income

An analysis of turnover by class of business is as follows:

	2016 £	2015 £
Contributions	1,772,502	1,756,399
Other income	10,467	25,207
	<u>1,782,969</u>	<u>1,781,606</u>

4. Operating surplus

The operating surplus is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets	53,439	45,451
Fees payable to the Union's auditor and its associates for the audit of the Union's annual financial statements	15,375	16,500
Fees payable to the Union's auditor for non-audit services	25,634	13,655
	<u>94,448</u>	<u>75,606</u>

During the year, no National Executive Committee member received any emoluments (2015 - £NIL).

The National Executive Committee members received honoraria of £NIL (2015 - £1,210).

5. Employees

The aggregate payroll costs of the Union were:

	2016 £	2015 £
Wages and salaries	528,844	609,408
Social security costs	53,173	55,180
Pension costs	116,492	147,755
	<u>698,509</u>	<u>812,343</u>

The average monthly number of staff employed by the Union was as follows:

	2016	2015
Administration	7	7
Regional and National Officers	6	7
	<u>13</u>	<u>14</u>

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

6. Other finance costs

	2016 £	2015 £
Net interest on net defined benefit liability	2,000	7,000
	2,000	7,000
	2,000	7,000

7. Tangible fixed assets

	Long term leasehold property £	Motor vehicles £	Furniture, fittings and equipment £	Total £
Cost or valuation				
At 1 January 2016	590,948	135,825	166,613	893,386
Additions	-	-	6,471	6,471
Disposals	-	(600)	-	(600)
At 31 December 2016	590,948	135,225	173,084	899,257
Depreciation				
At 1 January 2016	98,492	49,025	143,171	290,688
Charge for the year	11,819	33,688	7,932	53,439
Disposals	-	(600)	-	(600)
At 31 December 2016	110,311	82,113	151,103	343,527
Net book value				
At 31 December 2016	480,637	53,112	21,981	555,730
At 31 December 2015	492,456	86,800	23,442	602,698

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

8. Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2016	648,567
Disposals	(25,955)
Revaluations	49,736
At 31 December 2016	<u>672,348</u>
Net book value	
At 31 December 2016	<u>672,348</u>
At 31 December 2015	<u>648,567</u>

9. Debtors

	2016 £	2015 £
Trade debtors	39,523	29,650
Other debtors	20,146	31,454
Prepayments	53,728	66,968
Members' contributions in arrears	35,700	30,937
	<u>149,097</u>	<u>159,009</u>

Included in the above are other debtors of £1,800 (2015 - £4,975) which are due after more than one year.

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

10. Creditors: Amounts falling due within one year

	2016 £	2015 £
Members' contributions in advance	69,505	77,829
Trade creditors	18,567	23,494
Other taxation and social security	17,709	44,973
Accruals and deferred income	114,519	61,582
	<u>220,300</u>	<u>207,878</u>

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

11. Pension commitments

The Union operates two defined benefit pension schemes.

Figures shown are for both schemes combined. Pension benefits are linked to members' final pensionable salaries and service at their retirement (or date of leaving if earlier).

Reconciliation of present value of plan liabilities:

	2016 £	2015 £
At the beginning of the year	5,630,000	5,698,000
Current service cost	89,000	134,000
Interest income	217,000	219,000
Actuarial gains	886,000	180,000
Contributions	3,000	4,000
Benefits paid	(531,000)	(605,000)
At the end of the year	6,294,000	5,630,000

	2016 £	2015 £
Reconciliation of present value of plan assets:		
At the beginning of the year	5,624,000	5,840,000
Administrative expenses	(22,000)	(26,000)
Actuarial gains/(losses)	644,000	(74,000)
Employer contributions	241,000	259,000
Members' contributions	3,000	4,000
Benefits paid	(531,000)	(605,000)
Interest income	219,000	226,000
At the end of the year	6,178,000	5,624,000

	2016 £	2015 £
Fair value of plan assets	6,178,000	5,624,000
Present value of plan liabilities	(6,294,000)	(5,630,000)
Net pension scheme liability	(116,000)	(6,000)

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

11. Pension commitments (continued)

	2016 £	2015 £
Amounts recognised in the Statement of Comprehensive Income		
Current service cost	89,000	134,000
Interest on obligation	(2,000)	(7,000)
Administrative expenses	22,000	26,000
Amount charged/(credited) to the Statement of Comprehensive Income	<u>109,000</u>	<u>153,000</u>
Amounts recognised in Other Comprehensive Income		
Actual losses on defined benefit obligation	(886,000)	(180,000)
Actual return/(loss) on assets less interest	644,000	(74,000)
Amounts recognised in Other Comprehensive Income	<u>(242,000)</u>	<u>(254,000)</u>

The fair value of plan assets was as follows:

	2016 £	2015 £
Asset class		
Equities	1,064,000	1,066,000
Bonds	1,363,000	1,631,000
Gilts	176,000	176,000
Property	144,000	151,000
Cash	54,000	119,000
Annuities	3,377,000	2,481,000
Total	<u>6,178,000</u>	<u>5,624,000</u>

The return on the assets was:

	2016 £	2015 £
Interest income	219,000	226,000
Return on assets less interest income	644,000	(74,000)
	<u>863,000</u>	<u>152,000</u>

United Road Transport Union

Notes to the Financial Statements For the Year Ended 31 December 2016

11. Pension commitments (continued)

Principal actuarial assumptions at the Statement of Financial Position date (expressed as weighted averages):

	2016	2015
	%	%
Discount rate	2.70	4.00
Retail Price Inflation ("RPI")	2.50	3.25
Consumer Price Index ("CPI")	1.50	2.40
Future salary increases	2.50	2.75
Future pension increases (RPI up to 5%)	2.40	3.10
Revaluation of deferred pensions in excess of GMP	2.50	3.25

The assumption for mortality (pre-retirement) is AMC00/AFC00 (2015 - AMC00/AFC00) and mortality (post-retirement) is PCA00 CMI_2015_M/F [1.25%] (yob) (2015 - PCA00 CMI_2015_M/F [1.25%] (yob)).

Defined benefit pension schemes

	2016	2015
	£	£
Scheme assets	6,178,000	5,624,000
Defined benefit obligation	(6,294,000)	(5,630,000)
Deficit	(116,000)	(6,000)

The most recent formal valuations were carried out as at 6 April 2015 for the United Road Transport Union Pension Scheme ("the Scottish Widows Scheme"), and 1 June 2014 for the United Road Transport Union 1978 Retirement and Death Benefits Scheme ("the Friends Life Scheme"). In respect of the Friends Life scheme, the Union agreed to pay deficit payments of £50,580 per annum for 5 years 9 months, from 1 September 2012 (previously £52,200 per annum), plus annual contributions of 30.8% per annum of members' pensionable salaries (previously 33.3%). In respect of the Scottish Widows scheme, the Union agreed to pay annual contributions of 26.7% per annum of members' pensionable salaries (previously 30.0%). The Union expects to pay contributions of £234,000 to the Schemes during the accounting year beginning 1 January 2017 (2016: £255,000).

United Road Transport Union

Detailed income and expenditure account For the Year Ended 31 December 2016

	2016 £	2015 £
Contributions and other income	1,782,969	1,781,606
Benefits and grants payable to members	(369,621)	(237,309)
Gross surplus	1,413,348	1,544,297
Gross surplus %	79.3 %	86.7 %
Less: overheads		
Personnel costs	(698,509)	(812,343)
Administration expenses	(454,910)	(505,679)
Establishment expenses	(47,689)	(46,224)
Operating surplus	212,240	180,051
Interest receivable	356	110
Other finance income	2,000	7,000
Investment income	49,735	7,099
Surplus for the year	264,331	194,260

United Road Transport Union

Schedule to the Detailed Accounts For the Year Ended 31 December 2016

	2016 £	2015 £
Income		
Contributions	1,772,502	1,756,399
Other income	10,467	25,207
	<u>1,782,969</u>	<u>1,781,606</u>
	2016 £	2015 £
Benefits and grants payable to members		
Legal and medical fees	284,665	152,394
Sickness and accident	40,069	41,570
Death	14,250	12,300
Benevolent	9,794	12,413
Dental	1,378	1,314
Legal helpline	15,600	15,600
Honorary member scheme	2,419	1,718
Strike pay	1,446	-
	<u>369,621</u>	<u>237,309</u>
	2016 £	2015 £
Personnel costs		
Office staff salaries	136,907	122,380
Officers' salaries	392,267	463,232
Marketing salaries	52,843	73,649
Other pension contributions	116,492	147,755
Temporary staff salaries	-	5,327
	<u>698,509</u>	<u>812,343</u>

United Road Transport Union

Schedule to the Detailed Accounts For the Year Ended 31 December 2016

	2016 £	2015 £
Administration expenses		
Operating costs - diaries and membership cards	2,934	23,098
Operating costs - officers' expenses	18,122	14,170
Operating costs - officers' motor expenses	37,663	56,756
Operating costs - printing, stationery and postage	21,183	35,464
Operating costs - officers' expenses - relocation	2,181	-
Operating costs - fuel	641	161
Operating costs - (profit)/loss on disposal of tangible fixed assets and fixed asset investments	(610)	40,330
Operating costs - telephone and fax	4,369	10,943
Operating costs - training	7,698	11,444
Head office - affiliation fees	41,599	42,734
Head office - auditor's remuneration - non-audit	25,634	13,655
Head office - auditor's remuneration	15,375	16,500
Head office - bank charges	14,002	13,117
Head office - computer services	35,566	48,938
Head office - legal and professional	65,148	53,504
Head office - office telephone and fax	6,771	9,372
Head office - publications and directories	10,032	9,032
Head office - subscriptions	2,060	2,925
Head office - sundry expenses	6,623	22,576
Marketing - advertising	360	480
Marketing - marketing expenses	286	1,010
Marketing - mobile office	-	16,707
Marketing - production cost of publications	63,689	61,818
Marketing - promotional costs	1,279	1,200
Marketing - telephone and fax	90	783
Governance - ballot costs	9,145	789
Governance - National Executive Committee expenses	17,215	15,220
Governance - delegates' expenses	4,995	5,750
Depreciation - vehicles, furniture, fittings and equipment	41,620	33,632
Branch expenses	15,197	(39,201)
Bad debts (recovered)/charged	(11,612)	11,939
Recoverable VAT	(4,345)	(29,167)
	454,910	505,679

United Road Transport Union

Schedule to the Detailed Accounts For the Year Ended 31 December 2016

	2016 £	2015 £
Establishment expenses		
Rates	16,864	16,989
Light and heat	3,542	4,358
Cleaning	2,615	2,323
Insurances	7,745	6,439
Repairs and maintenance	5,104	4,296
Depreciation - long term leasehold property	11,819	11,819
	<u>47,689</u>	<u>46,224</u>