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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	The Fire Brigades Union
Year ended:	31 December 2017
List no:	332T
Head or Main Office:	Bradley House 68 Coombe Road Kingston Upon Thames Surrey KT2 7AE
Website address (if available)	www.fbu.co.uk
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Click the appropriate box)
General Secretary:	Matthew Wrack
Telephone Number:	020 8541 1765
Contact name for queries regarding	Nigel Headley
Telephone Number:	020 8541 1765
E-mail:	nigel.headley@fbu.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: 0330 109 3602

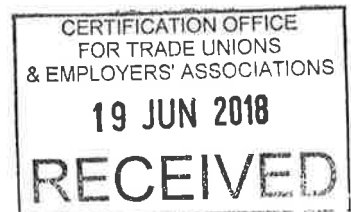
The address to which returns and other documents should be sent are:

For Unions based in England and Wales:

Certification Office for Trade Unions and Employers' Associations
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



(Revised November 2017)

The Fire Brigades Union

List of Officers in Post as at 31 December 2017

M. Wrack	General Secretary
A. Dark	Assistant General Secretary
S. Starbuck	National Officer
D. Green	National Officer

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	29,137	1,493			30,630
FEMALE	2,326	86			2,412
TOTAL	31,463	1,579			A 33,042

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

33,042

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

0

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 person's 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
National officer	John McGhee		28 February 2017

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other union:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		8,035,557
From Members: Other income from members (specify)		
Total other income from members		0
Total of all income from members		8,035,557
Investment income (as at page 12)		97,869
Other Income		
Income from Federations and other bodies (as at page 4)	0	
Income from any other sources (as at page 4)	23,898	
Total of other income (as at page 4)		23,898
		TOTAL INCOME
		8,157,324
EXPENDITURE		
Benefits to members (as at page 5)		493,686
Administrative expenses (as at page 10)		6,347,603
Federation and other bodies (specify)		
TUC	93,843	
Other	61,300	
Total expenditure Federation and other bodies		155,143
Taxation		
		TOTAL EXPENDITURE
		6,996,432
Surplus (deficit) for year		1,160,892
Amount of general fund at beginning of year		(225,053)
Amount of general fund at end of year		935,839

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		
Commission received	17,910	
VAT recoverable	5,988	
TOTAL OTHER INCOME		23,898
TOTAL OF ALL OTHER INCOME		23,898

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		brought forward	
		Education and Training services Education	206,877
Representation – Non Employment Related Issues			
		Negotiated Discount Services	
Communications			
		Salary Costs	
Advisory Services			
		Other Benefits and Grants (specify) Legal fees	286,809
Dispute Benefits			
Other Cash Payments			
carried forward		Total (should agree with figure in General Fund)	493,686

(See notes 24 and 25)

FUND 2		Fund Account	
Name:	Accident and Injury Fund	£	£
Income			
	From members		1,297,544
	Investment income (as at page 12)		
	Other income (specify)		
		Total other income as specified	
		Total Income	1,297,544
Expenditure			
	Benefits to members		913,268
	Administrative expenses and other expenditure (as at page 10)		191,359
		Total Expenditure	1,104,627
		Surplus (Deficit) for the year	192,917
		Amount of fund at beginning of year	5,241,905
		Amount of fund at the end of year (as Balance Sheet)	5,434,822
		Number of members contributing at end of year	31,298

FUND 3		Fund Account	
Name:	Lottery Fund	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Lottery income		323,969
		Total other income as specified	323,969
		Total Income	323,969
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		242,071
		Total Expenditure	242,071
		Surplus (Deficit) for the year	81,898
		Amount of fund at beginning of year	20,477
		Amount of fund at the end of year (as Balance Sheet)	102,375
		Number of members contributing at end of year	0

(See notes 24 and 25)

FUND 4		Fund Account	
Name:	Union Learning Fund	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Grants		1,279,092
		Total other income as specified	1,279,092
		Total Income	1,279,092
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		1,279,092
		Total Expenditure	1,279,092
		Surplus (Deficit) for the year	0
		Amount of fund at beginning of year	0
		Amount of fund at the end of year (as Balance Sheet)	0
		Number of members contributing at end of year	0

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

(See notes 24 and 25)

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

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

(see notes 26 to 31)

POLITICAL FUND ACCOUNT 1		To be completed by trade unions which maintain their own fund	
		£	£
Income	Members contributions and levies		243,105
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total income		243,105
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects (specify)		291,421
	Non-political expenditure		
	Total expenditure		291,421
	Surplus (deficit) for year		(48,316)
	Amount of political fund at beginning of year		639,968
	Amount of political fund at the end of year (as Balance Sheet)		591,652
	Number of members at end of year contributing to the political fund		27,644
	Number of members at end of the year not contributing to the political fund		5,398
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		4,551

POLITICAL FUND ACCOUNT 2		To be completed by trade unions which act as components of a central trade union	
		£	£
Income	Contributions and levies collected from members on behalf of central political fund		
	Funds received back from central political fund		
	Other income (specify)		
	Total other income as specified		
	Total income		
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
	Total expenditure		
	Surplus (deficit) for year		
	Amount held on behalf of trade union political fund at beginning of year		
	Amount remitted to central political fund		
	Amount held on behalf of central political fund at end of year		
	Number of members at end of year contributing to the political fund		
	Number of members at end of the year not contributing to the political fund		
Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund			

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

(see notes 32 and 33)

		£
Administrative Expenses		
Remuneration of staff including trade union leave		3,495,086
Salaries and Wages included in above	£1,717,775	
Auditors' fees		50,100
Legal and Professional fees		517,779
Occupancy costs / Premises		558,987
Stationery, printing, postage, telephone, etc.		
Expenses of Executive Committee (Head Office)		213,404
Expenses of conferences		280,925
Other administrative expenses (specify)		
Firefighter		180,321
Member representation		1,799,827
Commissions and bank charges		81,124
Other Outgoings		
Depreciation and surplus on disposal of fixed assets		173,470
ULF		683,902
Outgoings on land and buildings (specify)		
Lottery good causes and prizes		242,071
Surplus on disposal and revaluation of investments		(255,871)
Pension adjustment		39,000
	Total	8,060,125
Charged to:	General Fund (Page 3)	6,347,603
	Accident and Injury Fund (Fund 2)	191,359
	Lottery Fund (Fund 3)	242,071
	Union Learning Fund (Fund 4)	1,279,092
	Fund (Account)	
	Total	8,060,125

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary £	Employers N.I. contributions £	Benefits			Total £
			Pension Contribution s £	Other Benefits		
				Description	Value £	
General Secretary	73,184	9,028	41,959	Car	6,500	130,671
Assistant General Secretary	69,589	8,493	39,898	Car	6,874	124,854
National Officer	64,273	7,760	36,850	Car & Fuel	10,786	119,669
National Officer	10,712	1,292	6,142	Car & Fuel	1,560	19,706
National Officer	64,273	7,826	36,850	Car & Fuel	7,592	116,541

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)		97,367
Interest (gross) from:		
Government securities (Gilts)		
Mortgages		
Local Authority Bonds		
Bank and Building Societies		502
Other investment income (specify)		
Total investment income		97,869
Credited to:		
General Fund (Page 3)		97,869
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Political Fund		
Total Investment Income		97,869

BALANCE SHEET as at 31 December 2017

(see notes 47 to 50)

Previous Year		£	£
2,000,529	Fixed Assets (at page 14)		1,943,686
	Investments (as per analysis on page 15)		
2,737,162	Quoted (Historical cost £2,583,310)	3,036,310	
480,530	Unquoted (Historical cost £240,530)	480,530	
3,217,692	Total Investments		3,516,840
	Other Assets		
158,997	Long term loans		51,370
573,414	Debtors		635,274
4,331,198	Cash at bank and in hand		5,046,282
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
5,063,609	Total of other assets		5,732,926
10,281,830	TOTAL ASSETS		11,193,452
(225,053)	General Fund		935,839
5,241,905	Accident and Injury Fund (Fund 2)		5,434,822
639,968	Political Fund (Account 1)		591,652
20,477	Lottery Fund (Fund 3)		102,375
	Political Fund (Account)		
	Revaluation Reserve		
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
590,285	Trade creditors		249,814
	Tax payable		
26,375	Sundry creditors		9,227
931,873	Accrued expenses		853,723
	Provisions		
3,056,000	Pension scheme liabilities		3,016,000
4,604,533	TOTAL LIABILITIES		4,128,764
10,281,830	TOTAL ASSETS		11,193,452

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold old £	Leasehold £				
Cost or Valuation						
At start of year	2,057,456	748,045	968,616	134,049		3,908,166
Additions			56,698	65,333		122,031
Disposals			(404,547)	(63,309)		(467,856)
Revaluation/Transfers						
At end of year	2,057,456	748,045	620,767	136,073		3,562,341
Accumulated Depreciation						
At start of year	847,637	222,800	730,334	106,866		1,907,637
Charges for year	38,399	18,701	103,994	17,780		178,874
Disposals			(404,547)	(63,309)		(467,856)
Revaluation/Transfers						
At end of year	886,036	241,501	429,781	61,337		1,618,655
Net book value at end of year						
	1,171,420	506,544	190,986	74,736		1,943,686
Net book value at end of previous year						
	1,209,819	525,245	238,282	27,183		2,000,529

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Standard Life	3,036,310	
Government Securities (Gilts)		
Other quoted securities (to be specified)		
TOTAL QUOTED MARKET VALUE (as Balance Sheet)	3,036,310	
Historical Cost of Quoted Investments	2,583,310	
UNQUOTED		
Equities		
Unity Trust Bank	480,000	
Other	530	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
TOTAL UNQUOTED at fair value (as Balance Sheet)	480,530	
Historical cost of unquoted Investments	240,530	

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

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

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	9,333,101	243,105	9,576,206
From Investments	97,869		97,869
Other Income (including increases by revaluation of assets)	1,626,959		1,626,959
Total Income	11,057,929	243,105	11,301,034
EXPENDITURE (including decreases by revaluation of			
Total Expenditure	9,622,222	291,421	9,913,643
Funds at beginning of year (including reserves)	5,037,329	639,968	5,677,297
Funds at end of year (including reserves)	6,473,036	591,652	7,064,688
ASSETS			
	Fixed Assets		1,943,686
	Investment Assets		3,516,840
	Other Assets		5,732,926
		Total Assets	11,193,452
LIABILITIES		Total Liabilities	4,128,764
NET ASSETS (Total Assets less Total Liabilities)			7,064,688

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.

A large, empty rectangular box with a black border, intended for the user to enter or attach notes to the accounts. The box occupies most of the page's vertical space below the instructions.

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

1 Accounting Policies

- (a) These accounts have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 ("FRS 102"). Income and expenditure is dealt with in the various fund accounts of the union.
- (b) Fixed assets are initially recorded at cost. Depreciation is provided on all tangible fixed assets, except for freehold land, on a straight line basis, at rates estimated to write off the cost or valuation of each asset over its expected useful life.
The rates used are:
- | | |
|----------------------|------------|
| Buildings | 2.50% |
| Computer equipment | 25% |
| Fixtures or fittings | 10% or 20% |
| Motor vehicles | 25% |

No depreciation is provided on freehold land. Where no information is available as to the allocation of the original cost or valuation of property between land and buildings, best estimates of that allocation are used.

- (c) Rental payments in respect of operating leases are charged to the general fund income and expenditure account in the period in which they are incurred. Assets held under finance leases and hire purchase contracts are capitalised and depreciated over the shorter period of the lease and the useful economic lives of the assets. The finance charges are allocated over the period of the lease and are charged to the income and expenditure account.
- (d) Investments are stated in the balance sheet on the following basis:
Quoted investments – at fair value, which is determined by reference to the quoted market price at the year end date.
Unquoted investments – at original cost or estimated current value as determined by either an independent third party or board of the bank (Unity Trust Bank).

Provision is made against investments where there is a permanent impairment in value. Income from the investments is recognised when the monies are received. Movements in the fair value of investments are included in the Statement of Comprehensive Income.

- (e) Members' legal expenses are charged in these accounts net of reimbursements obtained in respect of certain cases, on an invoiced basis. No provision is made for outstanding legal costs not invoiced, or for reimbursements not received at the balance sheet date. All other income and expenditure is accounted for on an accruals basis.
- (f) Provisions for future expenditure are included in the accounts, only where the union has a present obligation to meet such expenditure.
- (g) Provision is only made for material corporation tax on investment income and capital gains arising in the year after relief given for provident benefits paid. No provision is made for any potential corporation tax liabilities arising as a result of revaluations of the union's properties or investments.
- (h) Value added tax (VAT) is only partially recoverable. The recoverable element is shown separately in the income statement. All expenditure is shown inclusive of VAT where applicable.
- (i) Contributions include those amounts receivable from members in respect of the year under review.

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

- (j) The union's pension schemes are defined benefit schemes.

The amounts charged to the income and expenditure account are the current service costs. Remeasurement comprising of actuarial gains and losses and the return on scheme assets are recognised immediately in other comprehensive income.

The assets of the schemes are held separately from those of the union in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit method and a discounted rate equivalent to the current rate of return on high quality corporate bonds of equivalent currency and term to the scheme liabilities.

- (k) Accident and injury fund contributions are recognised on an accrual basis in accordance with union rules. Provisions for expenditure are included in the accounts when there is certainty that a future payment will be made as at the balance sheet date.
- (l) All union learning fund grant income is recognised as and when the union is entitled to the monies and matched against relevant expenditure.
- (m) Lottery income and expenditure are recognised on an accrual basis and the funds carried forward will be spent on good causes as determined by the lottery distribution panel.
- (n) The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the accounting policies selected for use by the union. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the consolidated financial statements are disclosed below. Use of available information and application of judgement are inherent in the formation of estimates. Actual outcomes in the future could differ from such estimates. In preparing these financial statements, the union has made the following judgements:
- Provisions for liabilities – provisions for liabilities included at the year end have been calculated using the best available knowledge at the time of preparing the financial statements, adjusted for information subsequently received. An element of estimation is therefore required when calculating the provisions.
 - Investments – quoted investments are disclosed at mid market values at the Statement of Financial Position date. Unquoted investments are disclosed at their original cost or, where available, at their estimated current value as estimated by an independent third party.

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

	2017 £	2016 £
2 Benefits		
Legal fees	286,809	496,770
Education	206,877	140,956
Accident and injury claims	913,268	1,132,828
	1,406,954	1,770,554
3 Staff and officials		
Salaries and national insurance contributions	1,976,030	2,199,967
Pension contributions	503,367	499,053
FRS102 pension scheme adjustment (note 12)	(79,000)	(59,000)
Officials' allowance	559,206	572,185
PAYE agreement	6,015	5,693
Trade union leave	601,567	678,929
	3,567,185	3,896,827
4 Member representation		
Travel	266,012	214,894
Mileage	408,215	426,604
Hotels	167,630	172,036
Subsistence and evening meals	332,969	334,027
Motor expenses	10,751	14,192
Other organising expenses	26,477	24,900
Reports, journals and subscriptions	69,578	74,029
Ballot expenses	52,855	28,417
Donations	164,548	123,096
Goods for presentations and campaigning	56,919	64,400
Communications	446,828	453,460
Printing and stationery	130,308	238,511
Advertising	15,227	31,299
	2,148,317	2,199,865
5 Premises		
Repairs and renewals	53,242	63,781
Office expenses	477,045	527,357
Insurance	28,700	32,107
	558,987	623,245
6 Other expenditure		
Bank charges and interest payable	28,406	26,192
Audit, pension audit and accountancy	50,100	46,200
Professional fees	541,839	452,687
	620,345	525,079

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

	Land & buildings £	Fixtures fittings & equipment £	Motor vehicles £	Total £
7 Fixed assets				
Cost				
1 January 2017	2,805,501	968,616	134,049	3,908,166
Additions	—	56,698	65,333	122,031
Disposals	—	(404,547)	(63,309)	(467,856)
31 December 2017	2,805,501	620,767	136,073	3,562,341
Depreciation				
1 January 2017	1,070,437	730,334	106,866	1,907,637
Charge for the year	57,100	103,994	17,780	178,874
Disposals	—	(404,547)	(63,309)	(467,856)
31 December 2017	1,127,537	429,781	61,337	1,618,655
Net book value				
31 December 2017	1,677,964	190,986	74,736	1,943,686
Net book value				
31 December 2016	1,735,064	238,282	27,183	2,000,529

	2017 £	2016 £
8 Investments		
Quoted equities and unit trusts (note 8a)	3,036,310	2,737,162
Unquoted equities (note 8b)	480,530	480,530
Fair value of total investments	3,516,840	3,217,692
a) Quoted equities and unit trusts		
	2017 £	2016 £
Market value at 1 January	2,737,162	941,099
Additions at fair value	445,502	2,089,235
Disposal proceeds	(402,225)	(476,854)
Change in fair value of investments		
Realised surplus on sale of investments	70,016	112,199
Surplus on revaluation of financial assets to fair value	185,855	71,483
Market value at 31 December	3,036,310	2,737,162
Historical cost at 31 December	2,583,310	2,470,016

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

8 Investments (continued)

All investments related to quoted investments on readily accessible markets, primarily the London Stock Exchange. Investment are carried at fair value, being the market value at the year end. Asset sales and purchases are recognised at their transaction value. The main investment risk lies in the combination of uncertain investment markets and volatility in yield. The union manages these risks by retaining expert advisors.

b) Unquoted equities

Unquoted shares held by the union at the year end are broken down as follows:

240,000 Unity Trust Bank plc "A" and "C" shares.

530 Labour Education, Rec. And Holiday Homes Ltd shares held at cost of £1/share.

	2017 £	2016 £
Market value at 1 January	480,530	480,530
Surplus on revaluation of financial assets to fair value	-	-
Market value at 31 December	480,530	480,530
Historical cost at 31 December	240,530	240,530

No provision for permanent impairment in value of investments is considered necessary.

9 Long-term loans

	2017 £	2016 £
Mortgages repayable	28,335	135,962
Loans – co-op societies		
CRS London Ltd.	35	35
People's Press Printing Society Ltd.	20,000	20,000
Loans		
Scottish TUC	3,000	3,000
	51,370	158,997

The mortgage loans to officials are secured by a charge on the property.

10 Debtors

	2017 £	2016 £
Trade debtors	112,903	122,630
Other debtors	289,456	216,841
Prepayments	232,915	233,943
	635,274	573,414

11 Current liabilities

	2017 £	2016 £
Trade creditors	249,814	590,285
Other creditors	9,227	26,375
Accruals	853,723	931,873
	1,112,764	1,548,533

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

12 Defined benefit pension fund

	2017 £'000	2016 £'000
FBU pension scheme		
Opening balance	(3,090)	(2,138)
Current service cost	(193)	(200)
Administration expenses	(68)	—
Contributions by the union	349	268
Total service cost	<u>88</u>	<u>68</u>
Net interest cost	(82)	(79)
Actuarial loss	(13)	(941)
Closing balance	<u>(3,097)</u>	<u>(3,090)</u>
Officials' scheme		
Opening balance	34	1,022
Current service cost	(180)	(194)
Administration expenses	(19)	(20)
Contributions by the union	190	205
Total service cost	<u>(9)</u>	<u>(9)</u>
Net interest credit	1	39
Actuarial gain/(loss)	55	(1,018)
Closing balance	<u>81</u>	<u>34</u>
Both schemes		
Opening balance	(3,056)	(1,116)
Current service cost	(373)	(394)
Administration expenses	(87)	(20)
Contributions by the union	539	473
Total service cost	<u>79</u>	<u>59</u>
Net interest cost	(81)	(40)
Actuarial gain/(loss)	42	(1,959)
Closing balance	<u>(3,016)</u>	<u>(3,056)</u>

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

12 Defined benefit pension fund (continued)

The major assumptions used by the actuary for the national officials' scheme.

	At 31.12.2017	At 31.12.2016
Rate of increase in salaries	1.5%	1.5%
Allowance for revaluation of deferred pensions of CPI or 5% p.a. if less	2.2%	2.4%
Allowance for pension in payment increases of RPI or 5% if less	3.2%	3.4%
Discount rate	2.4%	2.7%
Inflation rate (RPI)	3.2%	3.4%
Inflation rate (CPI)	2.2%	2.4%

The mortality assumptions are in accordance with CMI 2016 (1.25%).

The assets in the scheme and the expected rate of return for the national officials' scheme

	% of total Scheme assets	Value at 31.12.2017 £'000	% of total Scheme assets	Value at 31.12.2016 £'000
With profits fund	43%	4,395	48%	4,702
Secured annuities	57%	5,733	52%	5,182
Total market value of assets		<u>10,128</u>		<u>9,884</u>

The major assumptions used by the actuary for the FBU pension scheme.

	At 31.12.2017	At 31.12.2016
Rate of increase in salaries	1.5%	1.5%
Rate of increase for deferred pensioners	2.2%	2.4%
Rate of increase of pensions in payment	3.2%	3.4%

The mortality assumptions are in accordance with the S2PA CMI 2016 (1.25%).

The assets in the scheme and the expected rate of return for the FBU pension scheme.

	% of total Scheme assets	Value at 31.12.2017 £'000	% of total Scheme assets	Value at 31.12.2016 £'000
Cash	1%	31	1%	48
Annuities	55%	3,385	59%	3,347
Cash accumulation policy	11%	699	36%	2,005
Newton real return	14%	875	4%	242
Black Rock Global Equity	11%	657		-
F&C LDI	8%	529		-
Total market value of assets		<u>6,176</u>		<u>5,642</u>

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

12 Defined benefit pension fund (continued)

The amounts recognised in the statement of financial position are as follows:

	2017 National officials' scheme £'000	2017 FBU pension scheme £'000	2017 Total £'000	2016 National officials' scheme £'000	2016 FBU pension scheme £'000	2016 Total £'000
Present value of defined benefit obligation	(10,047)	(9,273)	(19,320)	(9,850)	(8,732)	(18,582)
Fair value of scheme assets	10,128	6,176	16,304	9,884	5,642	15,526
Net asset/(liability) recognised	81	(3,097)	(3,016)	34	(3,090)	(3,056)

The amounts recognised in the income and expenditure account are as follows:

Service costs	180	193	373	194	200	394
Administration expenses	19	68	87	20	—	20
Net interest (credit)/charge	(1)	82	81	(39)	79	40
Total recognised	198	343	541	175	279	454

Actual return on scheme assets	372	350	722	960	601	1,561
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The amounts recognised in other comprehensive income:

Actuarial losses	(114)	(208)	(322)	(1,412)	(1,353)	(2,765)
Return on assets excluding amount included in net interest	107	195	302	621	412	1,033
Experience gains/(losses) arising on the plan liabilities	62	—	62	(227)	—	(227)
Total recognised	55	(13)	42	(1,018)	(941)	(1,959)

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

12 Defined benefit pension fund (continued)

	2017 National officials' scheme £'000	2017 FBU pension scheme £'000	2017 Total £'000	2016 National officials' scheme £'000	2016 FBU pension scheme £'000	2016 Total £'000
Reconciliation of opening and closing balances of the present value of scheme liabilities:						
Scheme liabilities at 1 January	9,850	8,732	18,582	7,893	7,020	14,913
Current service cost	180	193	373	194	200	394
Expenses	19	–	19	20	–	20
Secured liability in members' names	–	–	–	–	–	–
Interest cost	264	237	501	300	268	568
Contributions by scheme participants	36	39	75	38	31	69
Settlements	–	–	–	–	–	–
Business combination	–	–	–	–	–	–
Actuarial loss	52	208	260	1,639	1,353	2,992
Benefits paid	(354)	(136)	(490)	(234)	(140)	(374)
Scheme liabilities at 31 December	10,047	9,273	19,320	9,850	8,732	18,582

Reconciliation of opening and closing balances of the fair value of scheme assets

Fair value of scheme assets at 1 January	9,884	5,642	15,526	8,915	4,882	13,797
Expected return on scheme assets	265	155	420	339	189	528
Expenses	–	(68)	(68)	–	–	–
Actuarial gain	107	195	302	621	412	1,033
Contributions by employer	190	349	539	205	268	473
Contributions by scheme participants	36	39	75	38	31	69
Benefits paid	(354)	(136)	(490)	(234)	(140)	(374)
Fair value of scheme assets at 31 December	10,128	6,176	16,304	9,884	5,642	15,526

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

12 Defined benefit pension fund (continued)

National Officials' Scheme

The most recently completed actuarial valuation as at 31 October 2014 showed a surplus of £168,000, hence no deficit contribution is required. However in accordance with the actuarial valuation, the union has agreed with the trustees that it will pay 57.5% of pensionable earnings in respect of the cost of accruing benefits to 30 November 2017 and 55.5% thereafter. This includes an allowance to cover standard administration and management fees that are deducted annually from the scheme's assets. In addition, the employer will pay amounts into the scheme equal to the levy payments made by the scheme to the Pension Protection Fund. Insurance premiums for death in service benefits and any fees other than standard policy charges are also payable in addition as and when they are due. Member contributions are payable in addition at the rate of 13% of pensionable pay to 30 November 2017 and 15% thereafter.

FBU Pension Scheme

The last actuarial valuation of the FBU Pension Scheme was performed by the Actuary for the Trustees as at 30 June 2016 and showed a SFO deficit of £912,000. The union agreed to pay annual contributions of 17% of members' pensionable salaries, less the amount contributed by active members of the scheme each year. In respect of the scheme deficit as at 30 June 2016, the union has agreed to pay £106,000 a year for 7 years and 5 months. In addition, the union will pay £114,000 each year to cover administrative expenses and premiums for death in service lump sums associated with the scheme. This excludes the PPF levy which the union pays directly. Including future service costs, the union expects to pay around £300,000 to the scheme during the accounting year ending 31 December 2018.

13 Taxation

The union is not liable to tax on income from its members. Taxation is payable to the extent that investment income and capital gains exceed allowable provident benefits.

14 Operating leases

As at 31 December 2017 the union has future commitments under non-cancellable operation leases as follows:

	2017 £	2016 £
Within one year	71,506	81,173
Between two and five years	250,271	11,953
In more than five years	-	-
Total	321,777	93,126

15 Key management personnel

Key management personnel compensation of £511,438 (2016 – £654,514) was paid in the year, comprising salary, benefits in kind, employer national insurance contributions and employer pension contributions. See analysis of officials' salaries and benefits for a further breakdown of the key management personnel compensation.

NOTES TO THE ACCOUNTS

For the year ended 31 December 2017

16 Lottery

	2017 £	2016 £
Income	323,969	42,673
Expenditure		
Prizes and administration	150,574	22,196
Good causes	91,497	-
	242,071	22,196
Surplus for the year	81,898	20,477
Funds at beginning of the year	20,477	-
Funds at the end of the year	102,375	20,477

The surplus carried forward funds are to be spent on good causes.

Good causes

Green watch charity fund (Andy Adams)	20,000
Red plaque design	3,436
Firefighter Memorial Trust (St Paul's statue)	4,656
RAFT	10,000
Dale Youth ABC	10,000
Kids on the Green Community	5,000
Solidarity Sports	5,000
The Firefighters Memorial Trust (Lambeth Palace)	4,605
People Live (Mobile Exhibition)	28,800
	91,497

ANALYSIS OF OFFICIALS' SALARIES AND BENEFITS

For the year ended 31 December 2017

Salaries

Name	Office held	Gross salary £	Equivalent rank	
Matt Wrack	General secretary	73,184	Area manager	Competent "B"
Andy Dark	Assistant general secretary	69,589	Area manager	Competent "A"
Sean Starbuck	National officer	64,273	Group manager	Competent "B"
John McGhee (to 28 February 2017)	National officer	10,712	Group manager	Competent "B"
David Green	National officer	64,273	Group manager	Competent "B"

Note: All national officials' salaries are in line with fire service ranks, endorsed by annual conference.

Benefits

Name	Office held	Employer's N.I. cons. £	Employer's pension cons. £	Benefits in kind £
Matt Wrack	General secretary	9,028	41,959	6,500
Andy Dark	Assistant general secretary	8,493	39,898	6,874
Sean Starbuck	National officer	7,760	36,850	10,786
John McGhee	National officer	1,292	6,142	1,560
David Green	National officer	7,826	36,850	7,592

Full-time officials pay 13% to 30 November 2017, thereafter 15% of pensionable salary in employee pension contributions. The executive council is currently reviewing the pension provision for full time officials.

MEMBERS OF THE EXECUTIVE COUNCIL

For the year ended 31 December 2017

Benefits

Name	Office held	Officials' allowance £
A. McLean	President	9,643
I. Murray	Executive council and vice-president	8,333
A. Noble	Executive council and national treasurer	8,333

The following executive council members were paid an officials' allowance at the rate of £7,025 per annum.

C. McGlone
J. Quinn
L. Skarratts
P. Coates
B. Downey
G. Mayos
J. Wyatt
I. Leahair (to 30 June 2017)
P. Embery (from 1 July 2017)
D. Armstrong (to 2 August 2017)
R. Jones (from 3 August 2017)
T. McFarlane

Note: The union made reimbursement to local authorities of £601,567 (2016 - £678,929) in respect of trade union leave in connection with trade union duties by executive council members and regional officials.

Irregularity statement

"A member who is concerned that some irregularity may be occurring, or has occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with; the officials of the union, the trustees of the property of the union, the auditor or auditors' of the union, the certification officer (who is an independent officer appointed by the secretary of state) and the police.

Where a member believes that the financial affairs of the union have been conducted in breach of the law or in breach of rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice."

The above statement is taken from the certification officer website.

ACCOUNTING POLICIES

(see notes 74 and 75)

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

General Secretary's Signature: <u> M. Wrack </u>	President's Signature: <u> Ian Murray </u> <small>(or other official whose position should be stated)</small>
Name: <u>Matthew Wrack</u>	Name: <u>Ian Murray</u>
Date: <u>5/6/2018</u>	Date: <u>5/6/2018</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	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? <small>(see Page 2 and Note 12)</small>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN BEEN SIGNED? <small>(see Pages 19 and 21 and Notes 76 and 77)</small>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? <small>(see Pages 20 and 21 and Notes 2 and 77)</small>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
IS A RULE BOOK ENCLOSED? <small>(see Notes 8 and 78)</small>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: <small>(see Note 80)</small>	ENCLOSED	<input checked="" type="checkbox"/>	TO FOLLOW	<input type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED <small>(see Page 17 and Notes 7 and 59)</small>	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED <small>(See Pages 23 and 24 and Notes 88 to 94)</small>	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)

(This area is intentionally left blank for the auditor's report content.)

Signature(s) of auditor or auditors:	<i>Moore Stephens LLP</i>	
Name(s):	Moore Stephens LLP	
Profession(s) or Calling(s):	Registered Auditor Chartered Accountants	
Address(es):	150 Aldersgate Street London EC1A 4AB	
Date:	<i>14 June 2018</i>	
Contact name and telephone number:	Gareth Jones 020 7334 9191	

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

M2 ACCOUNTS AND FINANCIAL STATEMENTS

STATEMENT OF THE EXECUTIVE COUNCIL'S RESPONSIBILITIES

The legislation relating to trade unions requires the union to submit a return for each calendar year to the Certification Officer for Trade Unions and Employers' Associations. This return contains accounts, which must give a true and fair view of the state of affairs of the union at the year end and of its transactions for the year then ended. The accounts set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer for Trade Unions and Employers' Associations.

In relation to The Fire Brigades Union these requirements are the responsibility of the executive council. The accounts of the union have been prepared in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). In preparing the accounts the executive council is required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed.
- Prepare the accounts on the going concern basis unless it is inappropriate to do so.

The executive council is responsible for keeping proper accounting records and establishing and maintaining a satisfactory system of control over its records and transactions in order to comply with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). It is also responsible for safeguarding the assets of the union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The union is also responsible for the maintenance and integrity of the corporate and financial information included on the union's website. Legislation in the UK governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE FIRE BRIGADES UNION

OPINION

We have audited the financial statements of The Fire Brigades Union (the 'Union') for the year ended 31 December 2017 which comprise the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the union's affairs as at 31 December 2017 and of its result for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

USE OF OUR REPORT

This report is made solely to the union's members, as a body, in accordance with the provisions 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 union and the union's members as a body, for our audit work, for this report, or for the opinions we have formed.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the union in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in which the ISAs (UK) require us to report to you where:

- the executive council's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate, or
- the executive council has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the union's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The executive council is responsible for the other information. The other information comprises the information included in the general secretary's and national treasurer's introduction, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 to report to you by exception in respect of the following matters, in our opinion:

- A satisfactory system of control over transactions has not been maintained.
- The union has not kept proper accounting records.
- The accounts are not in agreement with the books of account.
- We have not received all the information and explanations we need for our audit.

We have nothing to report to you in respect of the above matters.

RESPONSIBILITIES OF THE EXECUTIVE COUNCIL

As explained more fully in the Statement of the executive council's responsibilities, the executive council is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the executive council determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the executive council is responsible for assessing the union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the union or to cease operations, or have no realistic alternative but to do so.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs(UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Councils website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Moore Stephens LLP

Gareth Jones (Senior Statutory Auditor)

Moore Stephens LLP

Chartered Accountants Statutory Auditor
150 Aldersgate Street
London EC1A 4AB
Date 1 May 2018

MEMBERSHIP AUDIT CERTIFICATE

(see notes 88 to 94)

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

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

YES/NO

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

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

MEMBERSHIP AUDIT CERTIFICATE SECTION ONE

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

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

YES/NO


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

YES/NO

If the answer to **either** questions 1 or 2 above is "NO" the assurer must:

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

MEMBERSHIP AUDIT CERTIFICATE (continued)

Signature of assurer	
Name	ANNE HOCK
Address	POPULARIS LTD NUTSEY LANE TOTTON SOUTHAMPTON SO45 6GQ
Date	5 JUNE 2018
Contact name and telephone number	Anne Hock 02380 867335