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## **FORM AR27**

Trade Union and Labour Relations (Consolidation) Act 1992

### ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:	The Mastic Asphalt Council Limited
Year ended:	31 December 2017
List No:	194E
Head or Main Office:	27 Greenways Crescent Shoreham by Sea Sussex BN43 6HR
Website address (if available)	masticasphaltcouncil.co.uk
Has the address changed during the year to which the return relates?	Yes x No (Tick as appropriate)
General Secretary:	Malcolm Grinstead
Contact name for queries regarding the completion of this return:	Andrew Pearce
Telephone Number:	0161 763 6000
e-mail:	ajp@ajp-accountants.co.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 Office as below or by telephone to: 0330 109 3602

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

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

(Revised November 2017)

#### Officers in Post

Director Mr K. Collins Mr I. Deacon Director Director Mr J. Bennett Director Mr D. Maginnis Director Mr T. Grandi Director Mr M Lee Director Mr J Coulter Director Mr J Shields Director Mr M Grinstead

## **RETURN OF MEMBERS**

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR						
Great Britain						
76				76		

## **OFFICERS IN POST**

(see note 10)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

## **CHANGE OF OFFICERS**

Please complete the following to record any changes of officers during the twelve months covered by this return.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of Change
Director		Malcolm Grinstead	01/02/2017
5			
111111111111111111111111111111111111111			

## **REVENUE ACCOUNT/GENERAL FUND**

(see notes 11 to 16)

Previous Year		y de la constant de l	£	£
rear	INCOME			
138,288	From Members	Subscriptions, levies, etc		178,400
506	В	nterest and dividends (gross) Bank interest (gross) Other (specify)		262
213	Ir C P	Rents received nsurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (Royalty)		282
	ď	TOTAL INCOME		178,944
	EXPENDITURE			museling to
81,358 0 6,124 2,132 3,157 11,001	C P T L	Remuneration and expenses of staff Doccupancy costs Printing, Stationery, Post Felephones Legal and Professional fees Miscellaneous (promotional costs)	103,105 0 6,244 3,137 3,256 18,543	134,285
224 804 0 3,199 0 11,796 0	D S A D C	Bank charges Depreciation Sums written off Affiliation fees Donations Conference and meeting fees Expenses Miscellaneous (specify)	252 603 0 13,494 1,000 18037 0	
				33,386
144	Taxation			105
		TOTAL EXPENDITURE		167,776
19,068		Surplus/Deficit for year		11,168
		Amount of fund at beginning of year		242,840
		Amount of fund at end of year		254,008

## ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2	\(\frac{1}{2}\)		Fund Account
Name of account:		£	£
Income	From members Investment income Other income (specify)	v	
		Total Income	
Expenditure	Administrative expenses Other expenditure (specify)		
	Tot	al Expenditure	4 <u>1</u>
		icit) for the year	
	Amount of fund at be		
	Amount of fund at the end of year (as	Balance Sheet)	

ACCOUNT 3			Fund Account
Name of		£	£
account:			
Income	From members Investment income Other income (specify)		
	Total	Income	
	Total	IIICOIIIE [	
Expenditure	Administrative expenses Other expenditure (specify)		
	Total Expe	enditure	
	Surplus (Deficit) for		
	Amount of fund at beginning		
	Amount of fund at the end of year (as Balance		

## ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 4		Fund Account
Name of account:	£	£
Income	From members Investment income Other income (specify)	
	Total Incom	е
Expenditure	Administrative expenses Other expenditure (specify)	
	Total Expenditur Surplus (Deficit) for the yea	
	Amount of fund at beginning of year Amount of year (as Balance Sheet	ar

ACCOUNT 5		31) 171	Fund Account
Name of account:		£	£
Income	From members Investment income Other income (specify)		
		Total Income	
Expenditure	Administrative expenses Other expenditure (specify)		
	Tot	al Expenditure	
		icit) for the year	
	Amount of fund at be	eginning of year	
	Amount of fund at the end of year (as	Balance Sheet)	

## ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 6		Fund Account
Name of account:	£	£
Income	From members Investment income Other income (specify)	
	Total Income	
Expenditure	Administrative expenses Other expenditure (specify)	
	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)	

ACCOUNT 7		Fund Account
Name of account:	£	£
Income	From members Investment income Other income (specify)  Total Income	
Expenditure	Administrative expenses Other expenditure (specify)	
	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)	

## **BALANCE SHEET AS AT 31 December 2017**

(see notes 19 and 20)

Previous Yea	(See notes 19 and 20)	£	£
2,413	Fixed Assets (as at page 11)		1,810
	Investments (as per analysis on page 13)		
0	Quoted (Market value £ )		0
0	Unquoted		0
0	Total Investments		0
	Other Assets		
7,481	Sundry debtors		23,791
240,414	Cash at bank and in hand		249,084
0	Stocks of goods		0
0	Others (specify)		0
247,895	Total of other assets		272,875
250,308		ASSETS	274,685
242,841	Fund (Account)		254,008
	Fund (Account)		
	Fund (Account)		
	Revaluation Reserve		
	Liabilities	04	
	Loans		0
1,553	Bank overdraft		1,712
1,028	Tax payable		3,339
1,236	Sundry creditors		15.626
3,650	Accrued expenses		
	Provisions		
	Other liabilities		
7,467	TOTAL LI	IABILITIES	20,677
250,308	TOTAL	ASSETS	274,685

## **FIXED ASSETS ACCOUNT**

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION				
At start of period		2,413		2,413
Additions during period		0		o
, taamene aannig penea				
Less: Disposals during period		0		0
Less: DEPRECIATION:				
Total to and of nariod		603		603
Total to end of period	ļ	603		003
	8			
BOOK AMOUNT at end of period		1,810		1,810
Freehold				
Leasehold (50 or more years				
unexpired)				
	ļ			
Leasehold (less than 50 years				
unexpired)				
AS BALANCE SHEET		1,810		1,810

## **ANALYSIS OF INVESTMENTS**

(see note 22)

		Other Funds £
QUOTED	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	0
	*Market Value of Quoted Investments	0
UNQUOTED	British Government Securities	0
	British Municipal and County Securities	0
	Mortgages	0
	Other unquoted securities (to be specified)	0
	TOTAL QUOTED (as Balance Sheet)	0
	*Market Value of Unquoted Investments	0

<sup>\*</sup> Market value of investments to be stated where these are different from the figures quoted in the balance sheet

## **ANALYSIS OF INVESTMENT INCOME** (CONTROLLING INTERESTS) (see notes 23 to 25)

Does the association, or any constituent part of the association, have a controlling interest in any limited company?			*Eè	NO
If YES name the relevant of	companies:			
COMPANY NAME		COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
	INCORPORATED E	EMPLOYERS' ASSOCIA	TIONS	
Are the shares which are	e controlled by the associ			T <sub>NO</sub>
association's name	-	_	YES	NO
If NO, please state the nar whom the shares controlle registered.				
COMPANY NAME		NAMES OF SHAREHO	LDERS	
UNINCORPORATED EMPLOYERS ASSOCIATIONS				
Are the shares which are controlled by the association registered in the names of the association's trustees?			NO	
If NO, state the names of the persons in whom the shares controlled by the association are registered.				
COMPANY NAME		NAMES OF SHAREHO	LDERS	

## **SUMMARY SHEET**

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £	
INCOME				
From Members	17\$,400	0	17 ,400	
From Investments	262	0	262	
Other Income (including increases by revaluation of assets)	282	0	282	
Total Income	178,944	0	178,944	
EXPENDITURE (including decreases by revaluation of assets)				
Total Expenditure	167,776	0	167,776	
Funds at beginning of year (including reserves)	242,840	0	242,840	
Funds at end of year (including reserves)	254,008	0	254,008	
			r .	
ASSETS		*		
	Fixed Assets		1,810	
	Investment Assets		0	
	Other Assets		272,875	
		Total Assets	274,685	
LIABILITIES		Total Liabilities	20,677	
·				
NET ASSETS (Total Assets less Total	al Liabilities)		254,008	

## **NOTES TO THE ACCOUNTS**

(see note 36)

All notes to the accounts must be entered on or attached to this part of the return.

SEE ATTACHED	
4	



## THE MASTIC ASPHALT COUNCIL LIMITED (COMPANY LIMITED BY GUARANTEE) NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 2017

#### 1 Accounting policies

Company information

The Mastic Asphalt Council Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Badgers Wood, Hill Road, Fairlight, East Sussex.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

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

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

1.2 Income and expenditure

Income and expenses are included in the financial statements as they become receivable or due.

1.3 Tangible fixed assets

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

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

Fixtures, fittings & equipment

25% p.a. on reducing balance

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

1.4 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.



# THE MASTIC ASPHALT COUNCIL LIMITED (COMPANY LIMITED BY GUARANTEE) NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2017

#### 1 Accounting policies

(Continued)

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset (or cash-generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

#### 1.5 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.6 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

#### Basic financial liabilities

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.



# THE MASTIC ASPHALT COUNCIL LIMITED (COMPANY LIMITED BY GUARANTEE) NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 DECEMBER 2017

#### 1 Accounting policies

(Continued)

#### 1.7 Derivatives

Derivatives are initially recognised at fair value at the date a derivative contract is entered into and are subsequently remeasured to fair value at each reporting end date. The resulting gain or loss is recognised in surplus or deficit immediately unless the derivative is designated and effective as a hedging instrument, in which event the timing of the recognition in surplus or deficit depends on the nature of the hedge relationship.

A derivative with a positive fair value is recognised as a financial asset, whereas a derivative with a negative fair value is recognised as a financial liability.

#### 1.8 Taxation

The company is a mutual trading body and has a UK tax liability only on externally generated income.

#### 1.9 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Employees

The average monthly number of persons (including directors) employed by the company during the year was 2 (2016 - 1).

#### 3 Tangible fixed assets

(angible lixed assers	Plant and machinery etc £
Cost At 1 January 2017 and 31 December 2017	3,298
Depreciation and impairment At 1 January 2017 Depreciation charged in the year	885 603
At 31 December 2017	1,488
Carrying amount At 31 December 2017	1,810
At 31 December 2016	2,413



# THE MASTIC ASPHALT COUNCIL LIMITED (COMPANY LIMITED BY GUARANTEE) NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2017

4	Debtors	2017	2016
	Amounts falling due within one year:	£	£
	Subscriptions & levies due	4,609	4,310
	Other debtors	19,182	3,170
		23,791	7,480
		10.1	
5	Creditors: amounts falling due within one year		
•		2017	2016
		£	£
	Bank loans and overdrafts	1,712	1,758
	Trade creditors	12,867	1,236
	Corporation tax	249	144
	Other taxation and social security	3,090	884
	Other creditors	2,759	3,445
		20,677	7,467
	, and the second		

#### 6 Members' liability

In the event of the company being wound up with insufficient assets to pay all of its debts, the members have agreed to contribute a maximum of £5 each towards any shortfall. If, following a winding up, there is a surplus of assets, these must be returned to members.

## **ACCOUNTING POLICIES**

(see notes 37 and 38)

		l l
1		

## SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature:  Name: MALCOLM GRINSTEAD	Chairman's Signature:
Date: 14/06/2018	Date: 14/06/2018

## **CHECK LIST**

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES	190
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES	CAN CAN
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES	<b>CM</b>
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES	NA COMPANY
IS A RULE BOOK ENCLOSED? (see Note 40)	YES	MO
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES	NO

### **AUDITOR'S REPORT**

(see notes 42 to 47)

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

1	In the opinion of the auditors or auditor do the accounts they have audited and which are contained in
	this return give a true and fair view of the matters to which they relate?
	(See section 36(1) and (2) of the 1992 Act and notes 43 and 44)

#### YES/MO

If "No" please explain below.

- 2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
  - (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act:
  - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
  - (c) whether the accounts to which the report relates agree with the accounting records? (See section 36(3) of the 1992 Act, set out in note 43)

#### YES/MO

If "No" please explain below.

- 3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
  - (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
  - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.

(See section 36(4) of the 1992 Act set out in note 43)

#### YES/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 AR27 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.

(See note 45)

## AUDITOR'S REPORT (continued)

Signature(s) of auditor or auditors:	Heave	
Name(s):	Meane ANDREW PEARCE	
Profession(s) or Calling(s):	CHARTERED ACCOUNTANT	
Address(es):	9 BRENTON BUSINESS COMPLEX BOND ST BURY BL9 7BE	
Date:	11/6/18	
Contact name and telephone number:	0161 763 6000	

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

## THE MASTIC ASPHALT COUNCIL LIMITED (COMPANY LIMITED BY GUARANTEE) INDEPENDENT AUDITOR'S REPORT

#### TO THE MEMBERS OF THE MASTIC ASPHALT COUNCIL LIMITED

#### Opinion

We have audited the financial statements of The Mastic Asphalt Council Limited (the 'company') for the year ended 31 December 2017 which comprise the Income and Expenditure Account, the Balance Sheet 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 company's affairs as at 31 December 2017 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Trade Union and Labour Relations (Consolidation) Act 1992.

#### **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 company 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 other 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 opinion.

#### Conclusions relating to going concern

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

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company'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 directors are responsible for the other information. The other information comprises the information included in the annual report, 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.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

## THE MASTIC ASPHALT COUNCIL LIMITED (COMPANY LIMITED BY GUARANTEE) INDEPENDENT AUDITOR'S REPORT (CONTINUED)

#### TO THE MEMBERS OF THE MASTIC ASPHALT COUNCIL LIMITED

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

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

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Trade Union and Labour Relations (Consolidation) Act 1992 requires us to report to you if, in our opinion:

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

#### Responsibilities of directors

As explained more fully in the Directors' Responsibilities Statement, the directors are 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 directors determine 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 directors are responsible for assessing the company'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 company 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 Council's website at: http://www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Andrew Pearce FCA (Senior Statutory Auditor)

for and on behalf of AJP Corporate Accountants Ltd.

8 June 2018

Chartered Accountants Statutory Auditor

Unit 9, Brenton Business Complex

Bury Lancs. BL9 7BE