

14 JUN 2018

RECEIVED

**DO NOT STAPLE
PRINT ON ONE SIDE ONLY**

FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

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 X (Tick as appropriate)

General Secretary:

Contact name for queries regarding the completion of this return:

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 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**

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
COMPANY INFORMATION**

Directors	G Beevers A M Beaumont -Chairman R E Price MBE - Accounting Officer & Vice-Chairman J Breakell A N Crookes J Jones E Parker R Perrins M Antrobus - President W A Carlill	(Appointed 1 January 2017)
Secretary	A M Beaumont -Chairman	
Company number	05302003	
Registered office	12 The Pavilions Cranmore Drive Solihull West Midlands B90 4SB	
Auditor	Jerroms The Exchange Haslucks Green Road Shirley Solihull West Midlands B90 2EL	
Bankers	HSBC Bank Plc 55 Corporation Street Coventry CV1 1GX	

RETURN OF MEMBERS

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
945				945

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		Watson Anthony Carlill	1 st January 2017

REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	INCOME		
	From Members Subscriptions, levies, etc		
	Investment income Interest and dividends (gross) Bank interest (gross) Other (specify)		
	Other income Rents received Insurance commission Consultancy fees Publications/Seminars Miscellaneous receipts (specify)		
	TOTAL INCOME		
	EXPENDITURE		
	Administrative expenses Remuneration and expenses of staff Occupancy costs Printing, Stationery, Post Telephones Legal and Professional fees Miscellaneous (specify)		
	Other charges Bank charges Depreciation Sums written off Affiliation fees Donations Conference and meeting fees Expenses Miscellaneous (specify)		
	Taxation		
	TOTAL EXPENDITURE		
	Surplus/Deficit for year		
	Amount of fund at beginning of year		
	Amount of fund at end of year		

F

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND
(see notes 17 to 18)

ACCOUNT 2		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 3		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)		

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 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 5		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)		

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)		

FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION				
At start of period				
Additions during period				
Less: Disposals during period				
Less: DEPRECIATION:				
Total to end of period				
BOOK AMOUNT at end of period				
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
AS BALANCE SHEET				

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

* 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?		YES	NO
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
INCORPORATED EMPLOYERS' ASSOCIATIONS			
Are the shares which are controlled by the association registered in the association's name		YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		
UNINCORPORATED EMPLOYERS ASSOCIATIONS			
Are the shares which are controlled by the association registered in the names of the association's trustees?		YES	NO
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	394,684		
From Investments	20,131		
Other Income (including increases by revaluation of assets)	117,013		
Total Income	531,828		
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	740,680		
Funds at beginning of year (including reserves)	1,075,497		1,075,497
Funds at end of year (including reserves)	866,645		866,645
ASSETS			
			44,143
Fixed Assets			460,740
Investment Assets			
Other Assets			478,269
		Total Assets	983,152
LIABILITIES			
		Total Liabilities	(116,507)
NET ASSETS (Total Assets less Total Liabilities)			866,645

NOTES TO THE ACCOUNTS

(see note 36)

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

Please refer to the attached Annual Report and Financial Statements

ACCOUNTING POLICIES

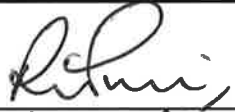

(see notes 37 and 38)

Please refer to the attached Annual Report and Financial Statements

SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

<p><i>DIRECTOR'S</i> Secretary's Signature: <u></u> Name: <u>R. E. PRICE</u> Date: <u>15.5.18.</u></p>	<p>Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>Andrew Beaumont</u> Date: <u>12.06.18.</u></p>
---	--

CHECK LIST

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES		NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES		NO	
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES		NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES		NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES		NO	
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/ 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 43)

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 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)

PRIVATE & CONFIDENTIAL

Certification Office
Trade Unions and Employers' Association
Fleetbank House
Lower Ground
2-6 Salisbury Square
London
EC4Y 8JX

Our ref: RAH/ME/VS/55740/8485
1 August 2018

Dear Sirs

We act as an auditor for Association of Plumbing and Heating Contractors Limited and writing this letter to confirm our duties under section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

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 any material misstatements.

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992, section 36 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept
- The financial statements are not in agreement with the accounting records and returns
- We have not received all the information and explanations we require for our audit

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
- Have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992 and comply with section 28 of the Act.

Should you have any queries please do not hesitate to contact us.

Yours faithfully

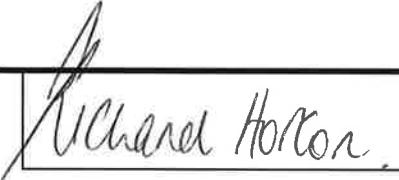
Richard Horton
Director
For and on behalf of Jerroms

BUSINESS ADVICE | ACCOUNTANCY | TAX PLANNING | GROWTH STRATEGIES

The Exchange, Haslucks Green Road
Shirley, Solihull, West Midlands B90 2EL
0121 693 5000 | jerroms.co.uk

Jerroms is a trading style of Jerroms Business Solutions Limited. Jerroms Business Solutions Limited is registered in England and Wales. Registered number: 08923059. Registered Office: The Exchange, Haslucks Green Road, Shirley, Solihull, West Midlands, B90 2EL. A list of directors is open for inspection at the registered office. Registered as auditors and regulated for a range of investment business activities in the United Kingdom by the Association of Chartered Certified Accountants.

AUDITOR'S REPORT (continued)

Signature(s) of auditor or auditors:		
Name(s):	RICHARD ALAN HORTON	
Profession(s) or Calling(s):	CHARTERED CERTIFIED ACCOUNTANT	
Address(es):	THE EXCHANGE, HASLUCKS GREEN ROAD, SHIRLEY, SOLIHULL B90 2EL	
Date:	16 - MAY - 2018	
Contact name and telephone number:	RICHARD ALAN HORTON 0121 - 693 - 5000	

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

Company Registration No. 05302003 (England and Wales)

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED

(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2017

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
CONTENTS**

	Page
Directors' report	1 - 2
Independent auditor's report	3 - 5
Statement of comprehensive income	6
Balance sheet	7
Statement of changes in equity	8
Notes to the financial statements	9 - 14

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' REPORT**

FOR THE YEAR ENDED 31 DECEMBER 2017

The directors present their annual report and financial statements for the year ended 31 December 2017.

Principal activities

The principal activity of the company continued to be that of provision of membership services to the plumbing and heating service industry.

Directors

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

G Bevers
A M Beaumont -Chairman
R E Price MBE - Accounting Officer & Vice-
Chairman
J Breakell
A N Crookes
J Jones
E Parker
R Perrins
M Antrobus - President
W A Carlill (Appointed 1 January 2017)

Auditor

In accordance with the company's articles, a resolution proposing that Jerroms be reappointed as auditor of the company will be put at a General Meeting.

Statement of directors' responsibilities

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

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

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

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' REPORT (CONTINUED)**

FOR THE YEAR ENDED 31 DECEMBER 2017

Statement of disclosure to auditor

So far as each person who was a director at the date of approving this report is aware, there is no relevant audit information of which the company's auditor is unaware. Additionally, the directors individually have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditor is aware of that information.

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

On behalf of the board

A M Beaumont -Chairman
Director
21 March 2018



**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT AUDITOR'S REPORT**

TO THE MEMBERS OF ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED

Opinion

We have audited the financial statements of Association of Plumbing and Heating Contractors Limited (the 'company') for the year ended 31 December 2017 set out on pages 6 to 14. 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 deficit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 the provisions available for small entities, in the circumstances set out in note 12 to the financial statements, 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.

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

TO THE MEMBERS OF ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS 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 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 set out on pages 1 - 2, 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.

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

TO THE MEMBERS OF ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED

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.



**Mr Richard Alan Horton FCCA (Senior Statutory Auditor)
for and on behalf of Jerroms**

21 March 2018

**Chartered Certified Accountants
Statutory Auditor**

The Exchange
Haslucks Green Road
Shirley
Solihull
West Midlands
B90 2EL

**ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 DECEMBER 2017

	Notes	2017		2016	
		£	£	£	£
Fixed assets					
Intangible assets			13,793		34,198
Tangible assets	4		30,350		38,068
			<u>44,143</u>		<u>72,266</u>
Current assets					
Debtors	6	162,319		164,878	
Investments	7	460,740		999,562	
Cash at bank and in hand		315,950		52,339	
		<u>939,009</u>		<u>1,216,779</u>	
Creditors: amounts falling due within one year	8	(114,434)		(211,475)	
Net current assets			824,575		1,005,304
Total assets less current liabilities			<u>868,718</u>		<u>1,077,570</u>
Provisions for liabilities			(2,073)		(2,073)
Net assets			<u>866,645</u>		<u>1,075,497</u>
Reserves					
Income and expenditure account			<u>866,645</u>		<u>1,075,497</u>

The financial statements were approved by the board of directors and authorised for issue on 21 March 2018 and are signed on its behalf by:

A M Beaumont -Chairman
Director



Company Registration No. 05302003

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 DECEMBER 2017

	Income and expenditure account £
Balance at 1 January 2016	1,151,596
Year ended 31 December 2016:	
Loss and total comprehensive income for the year	(76,099)
Balance at 31 December 2016	<u>1,075,497</u>
Year ended 31 December 2017:	
Loss and total comprehensive income for the year	(208,852)
Balance at 31 December 2017	<u><u>866,645</u></u>

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

1 Accounting policies

Company information

Association of Plumbing and Heating Contractors Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 12 The Pavilions, Cranmore Drive, Solihull, West Midlands, B90 4SB.

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 £.

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

1.2 Turnover

Turnover represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer (usually on dispatch of the goods), the amount of revenue can be measured reliably, it is probable that the economic benefits associated with the transaction will flow to the entity and the costs incurred or to be incurred in respect of the transaction can be measured reliably.

1.3 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses. Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date if the fair value can be measured reliably.

Amortisation 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:

Website Development Costs	33% Straight Line
---------------------------	-------------------

1.4 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:

Plant and machinery	20% - 50% on cost
Fixtures and Fittings	10% - 25% on cost
Computer equipment	20% - 50% on cost

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

1 Accounting policies

(Continued)

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.

1.5 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible and intangible 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.

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.

1.6 Cash and cash equivalents

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.

1.7 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.

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

1 Accounting policies

(Continued)

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.

1.8 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.

1.9 Retirement benefits

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

1.10 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the lease asset are consumed.

1.11 Operating leases

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.12 Retirement benefits

Defined benefit schemes are funded, with the assets held separately from the company in separate trustee administered funds. Full actuarial valuations, by a professionally qualified actuary, are obtained at least every three years.

The company's share of the assets and liabilities held by the scheme cannot be separately identified. In accordance with FRS 102, the scheme is treated for financial statements purposes, as if it is a defined contribution scheme with the amount charged to the profit and loss account in respect of pension costs and other post-retirement benefits being the estimated regular cost of providing the benefits accrued in the year adjusted to reflect variations from that cost.

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

2 Employees

The average monthly number of persons (including directors) employed by the company during the year was 10 (2016 - 10).

3 Intangible fixed assets

Website Development
£

Cost

At 1 January 2017 and 31 December 2017 61,833

Amortisation and impairment

At 1 January 2017 27,635

Amortisation charged for the year 20,405

At 31 December 2017 48,040

Carrying amount

At 31 December 2017 13,793

At 31 December 2016 34,198

4 Tangible fixed assets

Plant and machinery etc
£

Cost

At 1 January 2017 433,989

Additions 7,283

Disposals (17,946)

At 31 December 2017 423,326

Depreciation and impairment

At 1 January 2017 395,921

Depreciation charged in the year 15,001

Eliminated in respect of disposals (17,946)

At 31 December 2017 392,976

Carrying amount

At 31 December 2017 30,350

At 31 December 2016 38,068

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

5	Financial instruments		
		2017	2016
		£	£
	Carrying amount of financial assets		
	Instruments measured at fair value through surplus or deficit	460,740	999,562
		<u> </u>	<u> </u>
6	Debtors		
		2017	2016
		£	£
	Amounts falling due within one year:		
	Service charges due	139,633	143,809
	Amounts owed by group undertakings	-	40
	Other debtors	22,686	21,029
		<u> </u>	<u> </u>
		162,319	164,878
		<u> </u>	<u> </u>
7	Current asset investments		
		2017	2016
		£	£
	Other investments	460,740	999,562
		<u> </u>	<u> </u>
8	Creditors: amounts falling due within one year		
		2017	2016
		£	£
	Trade creditors	19,369	21,055
	Amounts due to group undertakings	-	99,144
	Other taxation and social security	27,369	32,592
	Service charges paid in arrears	55,268	45,152
	Other creditors	12,428	13,532
		<u> </u>	<u> </u>
		114,434	211,475
		<u> </u>	<u> </u>
9	Members' liability		

The company is limited by guarantee and does not have share capital. In the event of winding up, if there is any property of the Company remaining after all the company's debts and liabilities have been settled, it shall be transferred to one or more companies, organisations or institutions that exist for purposes similar to the objects of the company. The companies, organisations or institutions will be nominated by the Directors of the Company and approved by the Members of the Company at or before the winding up or dissolution.

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

10 Operating lease commitments

Lessee

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, as follows:

	2017	2016
	£	£
	3,570	712
	<u>3,570</u>	<u>712</u>

11 Related party transactions

As at 31 December 2017, the Association of Plumbing and Heating Contractors (Certification) Limited was owed £0 (2016: £26,975). During 2017, Association of Plumbing and Heating Contractors Limited invoiced Association of Plumbing and Heating Contractors (Certification) Limited £89,398 (2016: £99,097) in respect of building running costs and salary recharges.

12 Non-audit services provided by auditor

In common with many businesses of our size and nature we use our auditor to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

13 Auditor's liability limitation agreement

The company has, by resolution, waived the need for approval of the auditors' limitation liability, which has been set at £2,000,000 within the letter of engagement dated 17 January 2018. This approval has been confirmed in the letter of representation dated 21 March 2018.

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2017

	£	2017 £	£	2016 £
Income				
Fees		394,684		429,707
Cost of sales				
Training costs	7,914		18,288	
		(7,914)		(18,288)
Gross surplus		386,770		411,419
Other operating income				
Management fees receivable	89,398		99,097	
Sundry income	27,615		46,262	
		117,013		145,359
Administrative expenses		(732,766)		(701,810)
Operating deficit		(228,983)		(145,032)
Investment revenues				
Bank interest received	-		106	
Gains on financial instruments	20,131		68,827	
		20,131		68,933
Deficit before taxation		(208,852)		(76,099)

ASSOCIATION OF PLUMBING AND HEATING CONTRACTORS LIMITED
(A COMPANY LIMITED BY GUARANTEE)
SCHEDULE OF ADMINISTRATIVE EXPENSES
FOR THE YEAR ENDED 31 DECEMBER 2017

	2017	2016
	£	£
Administrative expenses		
Wages and salaries	345,325	314,354
Social security costs	38,305	31,034
Temporary staff and recruitment	24,948	175
Staff training	2,141	-
Staff pension costs defined contribution	30,404	22,227
Rent and rates	18,535	21,108
Service charge payable	4,462	3,017
Cleaning	6,608	6,739
Power, light and heat	7,670	5,298
Property repairs and maintenance	2,665	5,125
Premises insurance	5,583	4,936
Computer running costs	33,453	26,189
Leasing - plant and machinery	3,978	4,845
Car Allowance	17,460	19,744
Travelling and subsistence	18,126	10,644
Annual Conference Dinner	6,614	10,696
Meeting Costs	16,624	18,418
Attendance expenses	3,732	7,799
National president expenses	165	213
Postage, courier and delivery charges	10,401	12,832
Professional subscriptions	14,671	30,557
Solicitor fees	1,163	3,415
Legal and professional	34,738	32,614
Accountancy	-	2,024
Audit fees	6,140	5,870
Bank charges	4,979	4,986
Bad and doubtful debts	3,178	13,639
Printing and stationery	5,525	3,553
Advertising	12,740	30,863
Consumer Projects	229	1,379
Telecommunications	16,305	14,255
Sundry expenses	492	552
Amortisation	20,405	18,074
Depreciation	15,002	14,636
	<u>732,766</u>	<u>701,810</u>