#### **FORM AR27**



Trade Union and Labour Relations (Consolidation) Act 1992

#### ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:	NATIONAL FEDERATION OF RODFING CONTRACTORS CTD.
Year ended:	2018
List No:	1578
Head or Main Office:	31 WORSHIP STREET. LONDON: ECZA 204.
Website address (if available)	www.nfrc-co.jk.
Has the address changed during the	
year to which the return relates?	Yes No / (Tick as appropriate)
General Secretary:	T. M. COOPER.
Contact name for queries regarding	
the completion of this return:	MANOY STRINGER.
Telephone Number:	0203 940 0055.
e-mail:	mandystringeranfre-co-sk.

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

#### **RETURN OF MEMBERS**

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR							
Great Britain	(including						
1244	21	3	3	1271			

#### **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	Name of	Date of Change
	ceasing to hold office	Officer Appointed	Date of change
DIRECTOR		MRS.J. LENNON	24/8/17.

# 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)		
	EVDENDITUDE	TOTAL INCOME		
	EXPENDITURE Administrative expen	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	Ì	
		Amount of fund at end of year		

### 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)		
	Tot	tal Income	
Expenditure	Administrative expenses Other expenditure (specify)		
	Total Ex Surplus (Deficit) fo Amount of fund at beginn Amount of fund at the end of year (as Balar	ning of year	

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)		
	į	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)	

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)		
		al Expenditure	
		icit) for the year	
	Amount of fund at be Amount of fund at the end of year (as		

	Fund Account
£	£
From members Investment income Other income (specify)  Total Income	
Other expenditure (specify)	
Total Expenditure	
	From members Investment income Other income (specify)  Total Income  Administrative expenses Other expenditure (specify)

Previous Year	I		£	£
	Fixed Assets (as at page 8)			
	Investments (as per analysis on pa	age 9)		
	Quoted (Market value £	)		
	Unquoted			
	Other Assets	Total Investments		
	Other Assets			
	Sundry debtors  Cash at bank and in hand			
	Stocks of goods			
	Others (specify)			
	assets	Total of other		
		TO-	TAL ACCETO	
		101	TAL ASSETS	
		,		
		Fund (Account)		
		Fund (Account)		
		Fund (Account)		
		Revaluation Reserve		
	Liabilities			
	Loans			
	Bank overdraft			
	Tax payable			
	Sundry creditors			
	Accrued expenses			
	Provisions			
	Other liabilities			
		TOTAL	LIABILITIES	
			AL ASSETS	
		101	AL AUGETO	

### **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			6	

## **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		
011400125	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	

<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 controlling interest in any limited company?	ne association, have a	YES	NO	
If YES name the relevant companies:				
COMPANY NAME	COMPANY REGISTRA registered in England & registered)	,		
INCORPORATED E	MPLOYERS' ASSOCIA	TIONS		
Are the shares which are controlled by the associ				
association's name	ation registered in the	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 SHAREHOR	LDERS		
UNINCORPORATED EMPLOYERS ASSOCIATIONS				
Are the shares which are controlled by the association's trustees?  If NO, state the names of the persons in whom the	ation registered in the	YES	NO	
shares controlled by the association are registered.				
COMPANY NAME	NAMES OF SHAREHOL	DERS		

#### **SUMMARY SHEET**

(see notes 26 to 35)

		All funds except Political Funds £	Political Funds £	Total Funds £
INCOME				
From Members		2099,557		2,099,557
From Investments INTERES	7	692	N/A	692
Other Income (including increared revaluation of assets)	ases by	779,334		779,334
Total EXPENDITURE	Income	2,879,583 .	NIA	2, 379, 583
(including decreases by revalue of assets)  Total Expe		2,844,695 -(4,378)	N/A ·	2,844,695 ( C4,378)
e.		2,840,317		2,840,317
Funds at beginning of year (including reserves)		1,327,723		1,327,723
Funds at end of year (including reserves)		1,366,989	/	1,366,989.
ASSETS				
		Fixed Assets		171,929
		Investment Assets		6
		Other Assets		2,469,052
			Total Assets	2,640,937
LIABILITIES			Total Liabilities	1,273,998.
NET ASSETS (Total Assets le	ess Total	l Liabilities)		1,366,989

## **NOTES TO THE ACCOUNTS**

(see note 36)

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

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1		
2		

#### **ACCOUNTING POLICIES**

(see notes 37 and 38)

PLEASE SEE ANNUAL ACCOUNTS ATTACHED.

### SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

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Secretary's Signature: TANYA COOPER	Chairman's Signature: (or other official whose position should be stated) Name:  Name:
Date: 30.11.1-8	Date: 30.11.18

#### **CHECK LIST**

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 2)	YES	NO
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2)	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.

THE CHECKLIST BELOW IS FOR GUIDANCE. A REPORT IS STILL REQUIRED EITHER SET OUT OVERLEAF OR BY WAY OF AN ATTACHED AUDITOR'S REPORT THAT COVERS THE ABOVE 1992 ACT REQUIREMENTS.

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)



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)



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)



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)

copy attached

## **AUDITOR'S REPORT** (continued)

In our opinion the dinancial states		ЯССО	rdance with the
requirements of the Trade Union &	Labour Relations Act 1972		
			1
Signature(s) of auditor or auditors:			
	S. Zohnson		
Name(s):	RPG Crovch Chapman LLP		
Profossion(s) or Calling(s)	STEUENZOHNSON	13	
Profession(s) or Calling(s):	FCCA		
Address(es):	6a Wilson Street London		
	ECAA 2BU		
Date:	22/11/18		
Contact name and telephone number:	STEVEN JOHNSON		
	0207 782 0007		

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

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## THE NATIONAL FEDERATION OF ROOFING CONTRACTORS LIMITED (A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE NATIONAL FEDERATION OF ROOFING CONTRACTORS LIMITED

#### Opinion

We have audited the financial statements of The National Federation of Roofing Contractors Limited (the 'Company') for the year ended 31 January 2018, which comprise the Statement of comprehensive income, the Balance sheet, the Statement of changes in equity and the related notes, 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 Financial Reporting Standard 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 January 2018 and of its profit 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 Auditors' 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 United Kingdom, including the Financial Reporting Council'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 Auditors' 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.

# THE NATIONAL FEDERATION OF ROOFING CONTRACTORS LIMITED (A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE NATIONAL FEDERATION OF ROOFING CONTRACTORS LIMITED (CONTINUED)

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.

Opinion on other matters prescribed by the Companies Act 2006

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

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

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 in relation to which 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' exemptions in preparing the Directors' report and from the requirement to prepare a Strategic report.

## THE NATIONAL FEDERATION OF ROOFING CONTRACTORS LIMITED (A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE NATIONAL FEDERATION OF ROOFING CONTRACTORS LIMITED (CONTINUED)

Responsibilities of directors

As explained more fully in the Directors' responsibilities statement on page 1, 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.

Auditors' 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 Auditors' 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: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' report.

Use of our 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 Auditors' 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.

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Steven Johnson BENG (Hons) FCCA (Senior Statutory Auditor)

for and on behalf of RPG Crouch Chapman LLP

Chartered Accountants Statutory Auditors

62 Wilson Street London EC2A 2BU

Date: 14may 2018