

Trade Union's details

Name of Trade Union:	Nationwide Group Staff Union		
Year ended:	31 December 2018		
List number:	713T		
Head or Main Office address:	Middleton Farmhouse, 37 Main Road, Middleton Cheney, Banbury, Oxfordshire, OX17 2QT		
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	(Tick as appropriate)
Website address (if available)	www.ngsu.org.uk/		
General Secretary:	Tim Poil		
Telephone Number:	01295 710767		
Contact name for queries regarding the completion of this return:	Sailesh P Mehta, HW Fisher & Company		
Telephone Number:	020 7388 7000		
E-mail:	smehta@hwfisher.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 Officer as below or by telephone to: 0330 109 3602.

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

-For Unions based in England and Wales: Certification Office for Trade Unions and Employers' Associations, Lower Ground Floor, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8JX.

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



Return of members

(see notes 10 and 11)

	Number of members at the end of the year				
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	Totals
Male	3,947	19	0	0	3,966
Female	8,619	138	0	0	8,757
Total	12,566	157	0	0	A 12,723

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

12,723

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

0

Change of officers

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

Position held	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of change
Equality Officer	n/a	Barry Murphy	01/01/2018
Executive Officer	n/a	Lesley Castle	01/01/2018
Executive Officer	n/a	Katie Houghton	01/01/2018
Executive Officer	Mike Moir	n/a	30/11/2018
Executive Officer	n/a	Chris Palfrey	01/01/2018
Executive Officer	n/a	Nic Sellars	01/01/2018
Executive Officer	n/a	Fiona Shepperson	01/01/2018
National Regional Officer	n/a	Louise Chissell	01/01/2018
National Regional Officer	n/a	Sarah Daly	01/01/2018
National Regional Officer	n/a	Sue Walker	01/01/2018
National Regional Officer	n/a	Sarah Beck	01/01/2018

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other

--

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated

--

and names:

--

Officers in post

(see note 12)

Please insert a complete list of all officers in post at the end of the year to which this return relates.

Name of Officer	Position held
Tim Poil	General Secretary
Nicola Huddleston	President
Nicola Trudi Sellars	Vice-President
Karen Hart	Treasurer
Nicola Trudi Sellars	Executive Officer
Jane Turball	Executive Officer
Fiona Shepperson	Executive Officer
Karen Hart	Executive Officer
Lesley Castle	Executive Officer
Katie Houghton	Executive Officer
Christian James Palfrey	Executive Officer
Peter Goldsworthy	National Regional Officer – Swindon 2
Louise Chissell	National Regional Officer – Bournemouth
Barry Murphy	National Regional Officer – Scotland Admin Centres
Beverley Cubbon	National Regional Officer – Swindon 1
Donna Clarke	National Regional Officer – NAC
Susan Walker	National Regional Officer – North, NW &N Midlands
Sarah Daly	National Regional Officer – Swindon 3 and London
Christine Cooper	National Regional Officer – London & South East
Peter Marsh	National Regional Officer – West & South West

Analysis of benefit expenditure shown at general fund
(see notes 21 to 23)

	£		£
Representation – Employment Related Issues	31,175	brought forward	72,087
		Education and Training services	6,167
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications			
Magazine costs	37,811		
Publications	3,101	Salary Costs	
Advisory Services			
		Other Benefits and Grants (specify)	
		Disciplinary and grievance	9,461
Dispute Benefits		Gym membership	7,157
Other Cash Payments			
carried forward	72,087	Total (should agree with figure in General Fund)	94,872

Accounts other than the revenue account/general fund

(see notes 21 to 23)

Fund 2		Fund Account	
Name	Charitable Fund		£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		Total other income as specified	
		Total Income	
Expenditure			
	Benefits to members	6,500	
	Administrative expenses and other expenditure (as at page 10)		
		Total Expenditure	6,500
		Surplus (Deficit) for the year	(6,500)
		Amount of fund at beginning of year	13,881
		Amount of fund at the end of year (as Balance Sheet)	7,381
		Number of members contributing at end of year	N/A

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

(See notes 21 to 23)

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

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

(See notes 21 to 23)

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

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

Political fund account

(see notes 24 to 33)

Political fund account 1		To be completed by trade unions which maintain their own political fund	
	Income	Members contributions and levies	£
		Investment income (as at page 12)	£
		Other income (specify)	£
		Total other income as specified	
		Total income	
Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period			
	Expenditure A (as at page i)		£
	Expenditure B (as at page ii)		£
	Expenditure C (as at page iii)		£
	Expenditure D (as at page iv)		£
	Expenditure E (as at page v)		£
	Expenditure F (as at page vi)		£
	Non-political expenditure (as at page vii)		£
		Total expenditure	
		Surplus (deficit) for year	
		Amount of political fund at beginning of year	
		Amount of political fund at the end of year (as Balance Sheet)	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	
Political fund account 2		To be completed by trade unions which act as components of a central trade	
	Income	Contributions and levies collected from members on behalf of central political fund	£
		Funds received back from central political fund	£
		Other income (specify)	£
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		£
	Administration expenses in connection with political objects (specify)		£
	Non-political expenditure		£
		Total expenditure	
		Surplus (deficit) for year	
		Amount held on behalf of trade union political fund at beginning of	
		Amount remitted to central political fund	
		Amount held on behalf of central political fund at end of year	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

Political fund account expenditure (c)

Expenditure under section 72 (1) (c) of the Trade Union and Labour Relations (Consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000
during the period to which return relates.

Expenditure in connection with the registration of electors, the candidature of any person, the selection of any candidate or the holding of any ballot by the union in connection with any election to a political office

Title and Date of election	Name of political party/organisation	Name of candidate, organisation or political party (see note 33(iii))	£
Total			

Expenditure from the political fund not falling within section 72(1) of the trade union & labour relations (consolidation) act 1992

For expenditure not falling within section 72(1) the required information is-

(a) the nature of each cause or campaign for which money was expended, and the total amount expended in relation to each one	£
	Total
	Total expenditure
(b) the name of each organisation to which money was paid (otherwise than for a particular cause or campaign), and the total amount paid to each one	£
	Total
	Total expenditure
(c) the total amount of all other money expended	£
	Total
	Total expenditure

Analysis of administrative expenses and other outgoings excluding amounts charged to political fund accounts
(see notes 34 and 35)

		£
Administrative Expenses		
Remuneration and expenses of staff		926,302
Salaries and Wages included in above	£926,302	
Auditors' fees		25,200
Legal and Professional fees		4,175
Occupancy costs		38,997
Stationery, printing, postage, telephone, etc.		29,115
Expenses of Executive Committee (Head Office)		7,476
Expenses of conferences		100,881
Other administrative expenses (specify)		
Sundry		2,044
Accounting systems		4,421
Ballots		10,770
Maintenance and leasing		75,236
Website costs		19,954
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		0
Mortgages		0
Other loans		0
Depreciation		22,701
Taxation		(18,818)
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Unrealised loss on investments		11,233
	Total	1,259,687
Charged to:	General Fund (Page 3)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Total	1,259,687

Analysis of investment income
(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			9,826
Dividends (gross) from:			
Equities (e.g. shares)			1,801
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			1,651
Other investment income (specify)			
		Total investment income	13,278
		Credited to:	
		General Fund (Page 3)	13,278
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	13,278

Balance sheet as at

31 December 2018

(see notes 49 to 52)

Previous Year		£	£
211,037	Fixed Assets (at page 14)		225,813
	Investments (as per analysis on page 15)		
164	Quoted (Market value £ 164)	164	
731,040	Unquoted	869,807	
731,204	Total Investments		869,971
	Other Assets		
	Loans to other trade unions		
31,615	Sundry debtors	28,022	
552,623	Cash at bank and in hand	500,011	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
584,238	Total of other assets		528,033
1,526,479	Total assets		1,623,817
1,404,507	General Fund (Account 1)		1,467,994
13,881	Charitable Fund (Account 2)		7,381
	Fund (Account)		
	Superannuation Fund (Account)		
	Political Fund (Account)		
	Revaluation Reserve		
	Liabilities		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
	Tax payable		
108,091	Sundry creditors		148,442
	Accrued expenses		
	Provisions		
	Other liabilities		
1,526,479	Total liabilities		1,623,817
1,526,479	Total assets		1,623,817

Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Intangible Fixed Assets £	Not used for union business £	Total £
	Freehold £	Leasehold £				
Cost or Valuation						
At start of year	282,203		195,252	12,300		489,755
Additions			20,841	16,883		37,724
Disposals			(8,214)			(8,214)
Revaluation/Transfers						
At end of year	282,203		207,879	29,183		519,265
Accumulated Depreciation						
At start of year	87,908		182,222	8,588		278,718
Charges for year	3,644		14,649	4,408		22,701
Disposals			(7,967)			(7,967)
Revaluation/Transfers						
At end of year	91,552		188,904	12,996		293,452
Net book value at end of year	190,651		18,975	16,187		225,813
Net book value at end of previous year	194,295		13,030	3,712		211,037

Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Lloyds shares	164	
Government Securities (Gilts)		
Other quoted securities (to be specified)		
Total quoted (as Balance Sheet)	164	
Market Value of Quoted Investment	164	
Unquoted		
Equities		
Unity Trust Bank	150,150	
Aberdeen Multi Manager Diversity Fund	512,657	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Investment property	207,000	
Total unquoted (as Balance Sheet)	869,807	
Market Value of Unquoted Investments	869,807	

Analysis of investment income (controlling interests)

(see notes 60 and 61)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If YES name the relevant companies:			
Company name	Company registration number (if not registered in England & Wales, state where registered)		
NGSU ASSET MANAGEMENT LIMITED	08341802		
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
Company name	Names of shareholders		

Summary sheet
(see notes 62 to 73)

	All funds except Political Funds £	Political Funds £	Total Funds £
Income			
From Members	1,326,481		1,326,481
From Investments	13,278		13,278
Other Income (including increases by revaluation of assets)	113,546		113,546
Total Income	1,453,305		1,453,305
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	1,396,318		1,396,318
Funds at beginning of year (including reserves)	1,418,388		1,418,388
Funds at end of year (including reserves)	1,475,375		1,475,375
Assets			
Fixed Assets			225,813
Investment Assets			869,971
Other Assets			528,033
		Total Assets	1,623,817
Liabilities			
		Total Liabilities	148,442
Net assets (Total Assets less Total Liabilities)			1,475,375

Information on Industrial action ballots

(see notes 74 to 80)

Did the union hold any ballots in respect of industrial action during the return period?

YES

NO

If Yes How many ballots were held: N/A

For each ballot held please complete the information below:

Ballot 1

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of Individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

Ballot 2

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of Individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

For additional ballots please continue on next page

Ballot 3

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question []¹

Number of Individuals answering "No" to the question []²

Number of invalid or otherwise spoiled voting papers returned []³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

Ballot 4

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question []¹

Number of Individuals answering "No" to the question []²

Number of invalid or otherwise spoiled voting papers returned []³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

Ballot 5

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question []¹

Number of Individuals answering "No" to the question []²

Number of invalid or otherwise spoiled voting papers returned []³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question(or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

Use a continuation sheet if necessary

Information on Industrial action

(see note 81)

*Categories of Nature of Trade Dispute :

A: terms and conditions of employment, or the physical conditions in which any workers are required to work;

B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;

C: allocation of work or the duties of employment between workers or groups of workers;

D: matters of discipline;

E: a worker's membership or non-membership of a trade union;

F: facilities for officials of trade unions;

G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures

Did Union members take industrial action during the return period in response to any inducement on the part of the Union? YES / NO

If YES, for each industrial action taken please complete the information below:

Industrial Action 1

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:
3. Number of days of industrial action:
4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 2

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:
3. Number of days of industrial action:
4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 3

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:
3. Number of days of industrial action:
4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

use a continuation page if necessary

Industrial Action 4

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

- A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 5

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

- A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 6

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

- A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 7

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

- A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 8

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

- A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Notes to the accounts

(see notes 82 and 83)

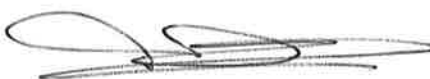

All notes to the accounts must be entered on or attached to this part of the return.

A large, empty rectangular box with a black border, intended for the user to enter or attach notes to the accounts. The box is currently blank.

Accounting policies
(see notes 84 and 85)

Signatures to the annual return
(see notes 86 and 87)

including the accounts and balance sheet contained in the return. Please send the return with the original signatures. Copies will not be accepted.

Secretary's Signature:  Name: <u>Tim Poole</u> Date: <u>20/05/19</u>	Chairman's Signature: (or other official whose position should be stated)  Name: <u>BEVERLEY CRIBBON</u> Date: <u>20/5/19</u>
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Checklist

(see notes 88 and 89)
(please tick as appropriate)

Has the return of change of officers been completed? (see Page 2 and Note 12)	Yes	✓	No	
Has the list of officers in post been completed? (see Page 2a and Note 12)	Yes	✓	No	
Has the return been signed? (see Pages 23 and 25 and Notes 86 and 95)	Yes	✓	No	
Has the auditor's report been completed? (see Pages 24 and 25 and Notes 2 and 92)	Yes	✓	No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes	✓	No	
A member's statement is: (see Note 104)	Enclosed		To follow	✓
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	✓	No	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 to 103)	Yes		No	

Checklist for auditor's report

(see notes 90 to 96)

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 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 92 and 93)

Please explain in your report overleaf or attached.

2. 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 92)

Please explain in your report overleaf or attached.

3. Your auditors or auditor must include in their report the following wording:

In our opinion the financial statements:

- **give a true and fair view of the matters to which they relate to.**
- **have been prepared in accordance with the requirements of the section 28 to 36 of the Trade Union and Labour Relations (consolidation) Act 1992.**

**REPORT OF THE INDEPENDENT AUDITORS
TO THE MEMBERS OF THE
NATIONWIDE GROUP STAFF UNION**

Opinion

We have audited the financial statements of the Nationwide Group Staff Union ["The Union"] for the year ended 31 December 2018 which comprise the Income and Expenditure account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity, the Statement of Cash Flows and notes to the financial statements, including a summary of the 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 Union's affairs as at 31 December 2018 and of its income and expenditure for the year then ended; and
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Union in accordance with the ethical requirements that are relevant to the 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 ISA's (UK) require us to report to you where:

- The National Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The National Executive Committee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Union's ability to continue to adopt a 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 National Executive Committee is 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 of 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 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.



**REPORT OF THE INDEPENDENT AUDITORS
TO THE MEMBERS OF THE
NATIONWIDE GROUP STAFF UNION**

Matters on which we are required to report by exception

The Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) requires us to report to you if, in our opinion:

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

We have nothing to report in this regard.

Responsibilities of the National Executive Committee

As explained more fully in the Statement of Responsibilities of the National Executive Committee, the National Executive Committee is responsible for the preparation of financial statements and being satisfied that they give a true and fair view, and for such internal control as the National Executive Committee 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 National Executive Committee is responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the National Executive Committee either intends to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and 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.

Use of our report to the members of The Union

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

H W FISHER & COMPANY
Chartered Accountants
Statutory Auditor

Acre House
11 - 15 William Road
London NW1 3ER
United Kingdom

Date: 10 April 2019

AUDITOR'S REPORT (continued)

Signature(s):

H W Fisher & Co.

Name(s):

H W Fisher & Company

Profession(s) or Calling(s):

**Chartered Accountants
Statutory Auditor**

Address(es):

**Acre House
11 - 15 William Road
London NW1 3ER
United Kingdom**

Date:

23 May 2019

Contact name and telephone number:

**Sailesh P Mehta
020 7388 7000**

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

Membership audit certificate
made in accordance with section 24ZD of the
Trade Union and Labour Relations (Consolidation) Act 1992
(See notes 97 to 103)

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

YES/~~NO~~

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

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

Membership audit certificate
Section one

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

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

YES/~~NO~~


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

YES/~~NO~~

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

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

MEMBERSHIP AUDIT CERTIFICATE (continued)

Signature of assurer	
Name	<i>H W Fisher & Company</i>
Address	<i>Acre House 11 - 15 William Road London NW1 3ER United Kingdom</i>
Date	<i>23 May 2019</i>
Contact name and telephone number	<i>Sailesh P Mehta 020 7388 7000</i>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2018

1	OTHER OPERATING INCOME	2018	2017
		£	£
	<u>Other Income</u>		
	Advertising revenue	-	1,800
	Bank interest	1,651	1,344
	Overstatement of bank interest in previous years	-	(2,412)
	Draws and lotteries:		
	Draw income	360,057	357,263
	Prizes awarded	(270,021)	(268,000)
	Insurance commission	20,286	23,112
	Other commission	3,224	7,470
	Overstatement of commission in previous years	-	(9,568)
		<u>115,197</u>	<u>111,009</u>
	<u>Investment Income</u>		
	Flat rental	9,826	8,571
	Dividend income	1,801	1,808
		<u>11,627</u>	<u>10,379</u>
		<u>126,824</u>	<u>121,388</u>
2	SERVICES TO MEMBERS	2018	2017
		£	£
	Magazine costs	37,811	34,940
	Legal and professional	31,175	19,478
	TUC affiliation fee	35,259	35,051
	Postage	10,108	9,670
	Publications	3,101	3,054
	Staff costs	842,366	800,056
	Telephone	14,226	15,522
	Training	6,167	9,623
	Disciplinary and grievance meetings	9,461	6,525
	Website costs	19,954	9,378
	VAT Recovered	(18,818)	(16,095)
	Members benefits	7,157	-
	Other expenses	-	3,273
		<u>997,967</u>	<u>930,475</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2018

3	MEETING EXPENSES	2018 £	2017 £
	National Conference	35,000	26,052
	Area Council	28,529	23,593
	National Executive	7,476	4,928
	TUC Meetings	3,286	1,959
	Other meetings	34,066	37,410
		<u>108,357</u>	<u>93,942</u>
4	ADMINISTRATION EXPENSES	2018 £	2017 £
	Audit and accountancy	25,200	18,000
	Ballots	10,770	18,624
	Accountancy systems	4,421	3,221
	Bank and legal costs	4,175	4,140
	Printing and stationery	4,781	1,513
	Staff costs	83,936	84,044
	Sundry expenses	2,044	93
		<u>135,327</u>	<u>129,635</u>
5	PREMISES AND EQUIPMENT COSTS	2018 £	2017 £
	PREMISES COSTS		
	Cleaning	6,583	4,787
	Insurance	4,189	3,881
	Rent and rates	12,444	12,258
	Repairs	8,326	3,227
	Utilities	5,894	5,657
	Flat expenses	1,561	4,328
		<u>38,997</u>	<u>34,138</u>
	EQUIPMENT COSTS		
	Maintenance and leasing		
	Motor	43,978	45,550
	Office and computer	31,258	33,618
		<u>75,236</u>	<u>79,168</u>
	DEPRECIATION	18,293	20,541
	AMORTISATION	4,408	3,075
		<u>136,934</u>	<u>136,922</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2018

6	TANGIBLE FIXED ASSETS	Land and buildings £	Office equipment £	Computer and software £	Total £
	COST				
	At 1 January 2018	282,203	35,547	159,705	477,455
	Additions	-	11,436	9,405	20,841
	Disposals	-		(8,214)	(8,214)
	At 31 December 2018	<u>282,203</u>	<u>46,983</u>	<u>160,896</u>	<u>490,082</u>
	ACCUMULATED DEPRECIATION				
	At 1 January 2018	87,908	33,844	148,378	270,130
	Charge for the year	3,644	3,543	11,106	18,293
	Relating to disposals			(7,967)	(7,967)
	At 31 December 2018	<u>91,552</u>	<u>37,387</u>	<u>151,517</u>	<u>280,456</u>
	NET BOOK VALUE				
	At 31 December 2018	<u>190,651</u>	<u>9,596</u>	<u>9,379</u>	<u>209,626</u>
	<i>At 31 December 2017</i>	<u>194,295</u>	<u>1,703</u>	<u>11,327</u>	<u>207,325</u>
7	INTANGIBLE FIXED ASSETS		Website £		
	COST				
	At 1 January 2018		12,300		
	Additions		16,883		
	At 31 December 2018		<u>29,183</u>		
	AMORTISATION				
	At 1 January 2018		8,588		
	Charge for the year		4,408		
	At 31 December 2018		<u>12,996</u>		
	NET BOOK VALUE				
	<i>At 31 December 2018</i>		<u>16,187</u>		
	<i>At 31 December 2017</i>		<u>3,712</u>		

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2018

8 INVESTMENTS

	Equity Investments £	Investment Property £	Total £
Market Value at 1 January 2018	524,204	207,000	731,204
Acquisitions at cost	150,000	-	150,000
Change in value in the year	(11,233)	-	(11,233)
Market Value at 31 December 2018	<u>662,971</u>	<u>207,000</u>	<u>869,971</u>

9 DEBTORS

	2018 £	2017 £
Other debtors	-	29
Prepayments	28,022	31,586
	<u>28,022</u>	<u>31,615</u>

10 CREDITORS

	2018 £	2017 £
Other creditors	69,408	71,997
Taxes & social security costs	22,890	21,194
Accruals & deferred income	56,144	14,900
	<u>148,442</u>	<u>108,091</u>

11 FINANCIAL COMMITMENTS

At 31 December 2018 the union was committed to making the following payments under non-cancellable operating leases in the year to 31 December 2019:

	2018 £	2017 £
Operating leases which expire:		
Within one year	25,621	38,414
Between two and five years	<u>9,329</u>	<u>34,951</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2018

12 COMPONENTS OF CASH AND CASH EQUIVALENTS	2018	2017
	£	£
Cash	500,011	552,623
Overdraft	-	-
Cash equivalents	-	-
	<u>500,011</u>	<u>552,623</u>

13 CONTROLLING INTEREST

NGSU has control of NGSU Asset Management Limited which is a dormant company limited by guarantee.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2018

Accounting Convention

The accounts have been prepared under the historical cost convention and follow all applicable Accounting Standards.

These financial statements for the year ended 31 December 2018 are prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 January 2014. On transition to FRS 102 there were no adjustments that affected the financial position and financial performance previously stated.

The financial statements are prepared in sterling, which is the functional currency of the Trade Union. Monetary amounts in these financial statements are rounded to the nearest £.

Trade Unions are governed by the Trade Union and Labour Relations (Consolidation Act) 1992 Amended. Under that Act the accounts of Trade Unions are required to give a true and fair view. Therefore, the accounts of Trade Unions are prepared under FRS102.

However, as a Trade Union is not a company the Regulations that form the Foundation of disclosures under FRS102 have been adopted as considered necessary to ensure the accounts give a true and fair view to the members of the Trade Union.

Going Concern

The Union consider that there are no material uncertainties about the Union's ability to continue as a going concern.

Subscriptions

Subscriptions are accounted for on an accruals basis.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term investments with original maturities of three months or less, and bank overdrafts.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value recognised in the income and expenditure account, except that investments in equity instruments that are not publically traded and whose fair value cannot be measured reliably are measured at cost less impairment.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2018

The investment property has been valued internally by the National Executive Committee.

Basic financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction. Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. Trade payables are initially recognised at transaction price.

Commission Income

Insurance Scheme Commission is accounted for on a cash received basis. Other commissions are accounted for on an accruals basis.

Defined Contributions Pension Plan

Contained within administrative and service to member staff costs are fully paid defined pension contributions totalling £104,826.

Termination Benefits

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

Depreciation

Depreciation is provided on all tangible fixed assets (except freehold land) at rates estimated to write off the cost of each asset on a straight line basis over its expected useful life as follows:

Freehold building	-	2% per annum
Office equipment	-	25% per annum
Computer equipment	-	25% per annum

Intangible Fixed assets - Website

Amortisation is provided at rates estimated to write off the cost of the website on a straight line basis over its expected useful life which is deemed to be 4 years.

National Conference

The costs of the biennial National Conference are accounted for over two years by providing for in advance and not solely in the year that the National Conference occurs.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2018

Current Taxation

Corporation tax is payable on all interest income, rental income and chargeable gains arising on the disposal of properties and investments but only to the extent that these exceed expenditure on provident benefits.

Deferred Taxation

Deferred tax liabilities arise in relation to the difference between the fair value of properties and investments and their original cost less any indexation applicable.

Deferred tax is calculated at the tax rates that are expected to apply in the period where the liability is settled or the asset is realised. Deferred tax is charged or credited in the income and expenditure account.

The Union has adopted a reinvestment policy whereby all realised proceeds on disposal of properties and investments are reinvested into other chargeable assets, thereby eliminating any current tax liability and thereby the need for the recognition of a deferred tax liability. Where the proceeds are not fully reinvested no current tax liability is considered likely to arise due to expenditure on provident benefits exceeding any chargeable gains that might arise.